

The original documents are located in Box 28, folder “Administrative Wives Booklet” of the Betty Ford White House Papers, 1973-1977 at the Gerald R. Ford Presidential Library.

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file

July 31

Mrs. Kenneth E. Frick
The Towers, No. 114 E, 4201 Cathedral Avenue N.W.
Washington, D.C. 20016



Dear Mrs. Ford,

The "Administration Wives Booklet" that I discussed at several of our Republican Women's Federal Executive Board Meetings is finally ready for discussion and distribution! I'm enclosing a copy for your perusal. If you recall, many of us in the Executive Branch felt that new families coming to serve the Administration for the first time needed a public relations "hello" and a practical "help" upon their arrival in Washington.

All of the Cabinet Wives, with the exception of Mrs. Kissinger, have received one of these and so far have given enthusiastic support.

I'll appreciate your comments and in particular if you are

the Vice-President have any
stuff that could use one of
these booklets I would be
pleased to give them to your
secretary.

Best Wishes,
Margaret Ann
Frick



PREFACE

This booklet is compiled by your fellow Government wives in the hope that the information it contains will ease the transition from home to our busy Capitol. Our intent is to greet you, help you enjoy your time in Washington, and promote a positive appreciation of Federal Service.

This is your book so share your ideas and talents with us while you are here.

Welcome Washingtonians!

Margaret Ann Frick

MARGARET ANN FRICK
4201 Cathedral Avenue, N.W.
Apartment Number 114E
Washington, D. C. 20010
Telephone: 966-4327



TELEPHONE NUMBERS

Local Bus Information 832-4300

Newspapers

Washington Post
1150 15th Street, N.W.
Tel: 223-6000
Daily and Sunday Papers
Subscription Rates: \$4.75 per month

Washington Star News
225 Virginia Avenue, S.E.
Tel: 484-3000
Daily and Sunday Papers
Home Delivery: \$1.15 per week
\$4.60 every 4 weeks

"Time Bureau" - 844-2525

"Weather Bureau" - 936-1212

"Western Union" - 737-4321



example of what each Deph. Could
do individually - This would only
go in the Deph. of Agriculture.

UNITED STATES DEPARTMENT OF AGRICULTURE

SECRETARY, STAFF

May 1974



U. S. DEPARTMENT OF AGRICULTURE

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The Honorable J. Phil Campbell and Mrs. Campbell	Under Secretary	Nan
Richard A. Ashworth, Mr and Mrs.	Deputy Under Secretary	Midge
John C. Foltz, Mr. and Mrs.	Deputy Under Secretary	Anne
Donald E. Brock, Mr. and Mrs.	Executive Assistant to the Secretary	Mindy
The Honorable Thomas K. Cowden and Mrs. Cowden	Counsellor to the Secretary	Clara
Mrs. Nancy Steorts	Special Assistant to the Secretary for Consumer Affairs	James (husband)
R. B. Wilson, Dr. and Mrs.	Assistant to the Secretary for Intergovernmental Affairs	Ruth
Evan J. Hale, Mr. and Mrs.	Administrative Assistant to the Secretary	Audrey
Claude W. Gifford, Mr. and Mrs.	Director, Office of Communications	Helene
Wayne E. Swegle, Mr. and Mrs.	Director of Public Affairs	Louise
William A. Carlson, Mr. and Mrs.	Director Office of Planning and Evaluation	Sevinc
Donald A. Campbell, Mr. and Mrs.	Judicial Officer	Mary
The Honorable Clayton K. Yeutter and Mrs. Yeutter	Assistant Secretary International Affairs and Commodity Programs	Jeanne



<u>NAME</u>	<u>POSITION</u>	<u>WIFE'S NAME</u>
Richard E. Bell, Mr. and Mrs.	Deputy Assistant Secretary for International Affairs and Commodity Programs	Christina
Kenneth E. Frick, Mr. and Mrs.	Administrator Agricultural Stabilization and Conservation Service	Margaret Ann
Melvin R. Peterson, Mr. and Mrs.	Manager Federal Crop Insurance Corporation	Gladys
David L. Hume, Mr. and Mrs.	Administrator Foreign Agricultural Service	Selina
The Honorable William W. Erwin and Mrs. Erwin	Assistant Secretary Rural Development	June
Dr. James E. Bostic, Jr.	Deputy Assistant Secretary Rural Development	Single
Frank B. Elliott, Mr. and Mrs.	Administrator, Farmers Home Administration	Constance (Called Nonnie)
Walter A. Guntharp, Mr. and Mrs.	Administrator Rural Development Service	Margaret (Called Markey)
David A. Hamil, Mr. and Mrs.	Administrator Rural Electrification Administration	Genevieve
The Honorable Robert W. Long and Mrs. Long	Assistant Secretary Conservation, Research and Education	June (called Judy)
Paul A. Vander Myde, Mr. and Mrs.	Deputy Assistant Secretary Conservation, Research and Education	Jeanne
Talcott W. Edminster, Mr. and Mrs.	Administrator Agricultural Research Service	Jeanne



<u>NAME</u>	<u>POSITION</u>	<u>WIFE'S NAME</u>
Roy L. Lovvorn, Dr. and Mrs.	Administrator Cooperative State Research Service	Virginia
Edwin L. Kirby, Mr. and Mrs.	Administrator Extension Service	Helen
John R. McGuire, Mr. and Mrs.	Chief, Forest Service	Marjory
J. F. Caponio, Mr. and Mrs.	Acting Director National Agricultural Library	Virginia
Kenneth E. Grant, Mr. and Mrs.	Administrator Soil Conservation Service	Mary Gertrude (called Gertrude)
Don A. Paarlberg, Dr. and Mrs.	Director, Agricultural Economics	Eva
Quentin M. West, Dr. and Mrs.	Administrator Economic Research Service	Ila
Ron D. Knutson, Dr. and Mrs.	Administrator Farmer Cooperative Service	Sharron
Harry C. Trelogan, Dr. and Mrs.	Administrator Statistical Reporting Service	Ruth
The Honorable Richard L. Feltner and Mrs. Feltner	Assistant Secretary Marketing and Consumer Services	Karen
John M. Damgard, Mr. and Mrs.	Deputy Assistant Secretary	Darcy
Erwin L. Peterson, Mr. and Mrs.	Administrator Agricultural Marketing Service	Gladys
Francis J. Mulhern, Dr. and Mrs.	Administrator Animal and Plant Health Inspection Service	Mary

<u>NAME</u>	<u>POSITION</u>	<u>WIFE'S NAME</u>
Leonard Greess, Mr. and Mrs.	Director, Office of Audit	Edith (Edie)
John V. Graziano, Mr. and Mrs.	Director, Office of Investigation	Carol



C A L L G U I D E

DISTRICT OF COLUMBIA

Emergency Telephone Numbers

Police Emergencies -- 911

Police, Non-Emergencies
626-2000

Fire and Ambulance Emergencies
911

Emergency Mental Health Services
629-5222

Health Emergency Information
629-5222

Poison Control Center
2125-13th Street, N.W.
835-4080

No matter which precinct you live in, call this number for immediate police assistance in case of emergency.

The Fire Department provides ambulance service "only for emergencies" 24 hours per day.

The complete name is Suicide Prevention and Emergency Psychiatric Telephone Answering Service. On a 24-hour basis.

The Children's Hospital Poison Control Center will tell you at any time, any day, what to do if some member of your family swallows something harmful.

Hospitals

Children's Hospital
2125 - 13th Street, N. W.
835-4000

Sibley Memorial Hospital
5255 Loughboro Road, N.W.
363-9600

Cafritz Memorial Hospital
1310 Southern Avenue, S. E.
574-6000
574-6541 (Emergency Room)

Hadley Memorial Hospital
4601 Martin Luther King Jr. Avenue, S.W.
562-9800

Georgetown University
Medical Center
3800 Reservoir Road, N.W.
625-0100
625-7151 (Emergency Room)

Washington Hospital Center
110 Irving Street, N. W.
541-0500
541-6701 (Emergency Room)

George Washington University
Medical Center
2150 Pennsylvania Avenue, N.W.
331-0200
331-6211 (Emergency Room)

Columbia Hospital For Women
2425 L Street, N. W.
293-6500 (Emergency Room)

Providence Hospital
1150 Varnum Street, N.E.
269-4000
269-4381 (Emergency Room)

D. C. General Hospital
19th & Massachusetts Avenue, S.E.
626-5000 (Emergency Room)

If you need a doctor at any time, call:
The Medical Bureau
2007 "I" Street, N. W.
223-2200



(2) CALL GUIDE

DISTRICT OF COLUMBIA, Cont'd

Miscellaneous, Helpful Numbers

Trash and Garbage
Collection Complaints
629-3825

Try this number if your garbage has
not been collected or if the collectors
made a mess in doing so.

Dead Animals
629-3825

The dead animal collectors work seven
days per week.

Street Cleaning -- 629-3825

Sewer Complaints
620-4417

Emergency crews come to your rescue
whether your sewer is acting up or
you've lost your diamond ring down
the drain.

Water Operations
462-4430

They work around the clock seven days
per week to repair broken water mains,
faulty fire hydrants and even leaks in
your house.

MARYLAND
MONTGOMERY COUNTY

Police Emergencies Only - 762-1000

Fire and Ambulance Emergencies - 424-3111

Washington Suburban Sanitary Commission - 277-7700

Hospitals

Suburban Hospital
8600 Old Georgetown Road
Bethesda, Maryland
530-3100
530-3880 (Emergency Room)

Washington Sanitarium and Hospital
7600 Carroll Avenue
Takoma Park, Maryland
891-7600
891-7105 (Emergency Room)

Holy Cross Hospital
1500 Forest Glen Road
Silver Spring, Maryland
495-0100
495-1226 (Emergency Room)

Referrals:

If you need a doctor at any time, call: 949-9497

If you need the name of any health agency, call: 949-9497
from 9:00 AM to 5:00 PM.



(3) CALL GUIDE

MARYLAND, Cont'd

PRINCE GEORGE'S COUNTY

Police Emergencies
336-5555

This is a 24-hour number for emergencies only.

Fire Emergencies - 864-1122

Ambulance Emergencies
864-1122

This is a 24-hour service provided by the Fire Department.

Washington Suburban Sanitary
Commission - 277-7700

The Sanitary Commission handles sewer and water-main problems for the County.

Hospitals

Prince George's General Hospital
Cheverly, Maryland
341-3300
341-2030 (Emergency Room)

Eugene Leland Memorial Hospital
4400 Queensbury Road
Riverdale, Maryland
864-1200

If you need a doctor at any time, call: The Physicians and Surgeons Exchange -- 322-2668.

VIRGINIA

ALEXANDRIA

Police Emergencies Only - 750-6411

Fire and Ambulance Emergencies - 549-5100

Alexandria Hospital
4320 Seminary Road
370-9000

Street and Sewer Emergencies
750-6551 (7:30 AM - 5:00 PM)
750-6580 (if no answer at above number)

Strayed or Dead Animals
750-6597

The Animal Shelter will pick up stray or dead animals during the day, only, but they will pick up sick or injured animals around the clock.

Garbage Collection
751-5130
751-6580 (if no answer at above number)

The Sanitation Division takes calls, 24-hours a day, pertaining to street cleaning and refuse collections.



(4) CALL GUIDE

VIRGINIA, Cont'd

ARLINGTON

Police Emergencies Only - 558-2222

Fire & Ambulance Emergencies - 527-8900

Arlington Hospital
5129-16th Street North
558-5000
558-6161 (Emergency Room)

Highway-Sewer and Sanitation Emergencies
558-2321 (8:00 AM - 5:00 PM)
558-2246 (if no answer at above number)

Highway Maintenance
558-2551 (8:00 AM - 5:00 PM)

Snow removal, pot holes and
maintenance.

Traffic Problems
558-2255 (8:00 AM - 5:00 PM)

At this number they will take care of
traffic problems such as traffic lights
which are not working.

FAIRFAX COUNTY

Police, Fire and Ambulance Emergencies
691-2233

For non-emergencies you may call the
Police Department - 691-2131

Sewer Emergencies
691-2406 (weekdays)
765-4100 (nights, weekends, holidays)

FALLS CHURCH

Police Emergencies Only
532-4488

For non-emergencies you may call the
Police Department at: 532-9472

Fire and Ambulance Emergencies
691-2233

Fairfax Hospital
3300 Gallows Road
698-1110
698-3111 (Emergency Room)

Water and Sewer Emergencies
532-0800 (weekdays)
532-4488 (nights, weekends, holidays)

Trash and Garbage Collection
339-5600 (7:30 AM - 4:30 PM)



SCHOOLS

Elementary Schools in Washington, D.C.

Elementary Schools in Maryland

Elementary Schools in Virginia

Nursery Schools

Special Schools for the Exceptional Child

Day Camp Listings

Courtesy of Hospitality and Information Services



THE HOSPITALITY AND INFORMATION SERVICES

Elementary Schools in Washington D.C.

1. Church Affiliated Schools:

Capitol Christian Academy (Baptist)
Grades 1 - 12
3942 Alabama Avenue S.E.
Washington D.C. 20020

584-8333

The Campus School (Catholic)
Grades 1 - 8
920 Varnum Street N.E.
Washington D.C. 20017

526-9080

Dunblane (Catholic, girls)
Grades 1 - 8
4325 42nd Street N.W.
Washington D.C. 20016

966-0040 , ext. 27

Beauvoir (Episcopal)
Nursery - Grade 3
3500 Woodley Road
Washington D.C. 20016

966-8150

Capitol Hill Day School (Episcopal)
Nursery - Grade 4
620 G Street S.E.
Washington D.C. 20003

544-7666

National Cathedral School (Episcopal, girls)
Grades 4 - 12
3109 Wisconsin Avenue N.W.
Washington D.C. 20016

966-8318

St. Alban's School (Episcopal, boys)
Grades 4 - 12
Mount St. Alban
Washington D.C. 20016

966-2125

St. Patrick's Episcopal Day School
Nursery - Grade 3
1655 Foxhall Road N.W.
Washington D.C.

337-2626

Rev. Thomas Daniels Greek Orthodox School
Kindergarten - Grade 6
4115 16th Street N.W.
Washington D.C.

829-2910

Hebrew Academy of Greater Washington
Kindergarten - Grade 6
6042 16th Street N.W.
Washington D.C. 20011

882-1622

Sidwell Friends School (Quaker)
Nursery - Grade 12
3825 Wisconsin Avenue N.W.
Washington D.C. 20016

966-0953



DuPont Park School (Seventh Day Adventist) 583-3973
Kindergarten - Grade 10
3983 Massachusetts Avenue S.E.
Washington D.C. 20019

2. Other Private Schools:

Ecole Francaise Internationale 362-5558
Kindergarten - Grade 10
4104 Yuma Street N.W.
Washington D.C. 20016

Forum School 667-5321
Ungraded, ages 10 up
Satterlee Hall, St. Alban's Church
Massachusetts and Wisconsin Avenue N.W.
Washington D.C. 20016

Georgetown Day School 333-7727
Kindergarten - Grade 12
4530 MacArthur Blvd.
Washington D.C. 20007

Maret School 483-5710
Nursery - Grade 12
3000 Cathedral Avenue N.W.
Washington D.C. 20008

Merrimac Private School 584-1185
Kindergarten - Grade 6
Bowen Road and Alabama Avenue S.E.
Washington D.C. 20019

Randall Hyland Private School 582-2966
Kindergarten - Grade 3
2910 - 16 Pennsylvania Avenue S.E.
Washington D.C.

Washington International School 333-8510
Nursery - Grade 6
2735 Olive Street N.W.
Washington D.C. 20007

Washington Waldorf School 362-3705
Kindergarten - Grade 3
Hearst Hall, Wisconsin and Woodley Road N.W.
Washington D.C. 20016

Woodward School for Boys 628-8250
Grades 3 - 12
1736 G Street N.W.
Washington D.C. 20006

3. Public Schools: For information call Dr. Johnson's office, 347-8821.

THE HOSPITALITY AND INFORMATION SERVICE

Elementary Schools in Maryland

1. Church Related Schools:

Mater Dei School (Catholic)

365-2700

Grades 1 - 8

9600 Seven Locks Road

Bethesda, Maryland 20034

Stone Ridge Country Day School of the

Sacred Heart (Catholic)

657-4322

Kindergarten - Grade 12

9101 Rockville Pike

Bethesda, Maryland 20014

Ursuline Academy (Lower School) Roman Catholic

530-1917

Kindergarten - Grade 12

9600 Forest Road

Bethesda, Maryland 20014

Christ Episcopal Day School

424-6550

Nursery - Grade 6

109 South Washington Street

Rockville, Maryland 20850

Holy Trinity School (Episcopal)

262-5355

Nursery - Grade 6

P.O. Box 560

Bowie, Maryland 20715

St. John's Parish School (Episcopal)

924-4350

Kindergarten - Grade 8

Olney, Maryland 20832

Solomon Schechter School (Hebrew)

587-0247

Kindergarten - Grade 5

8402 Freyman Drive

Chevy Chase, Maryland 20015

Calvary Lutheran School

589-4001

Kindergarten - Grade 6

9545 Georgia Avenue

Silver Spring, Maryland 20910

Concordia Lutheran

927-0266

Kindergarten - Grade 9

3705 Longfellow Street

Hyattsville, Maryland 20782

Beltsville Seventh Day Adventist

937-2292

Kindergarten - Grade 8

4200 Amensdale Road

Beltsville, Maryland 20705

Hadley Acres School (Seventh Day Adventist)

926-0337

Grades 1 - 8

20101 Gaithersburg - Laytonsville Road

Gaithersburg, Maryland



H.J. Detwiler School (Seventh Day Adventist) 735-7752
Grades 1 - 8
2916 East Avenue
Suitland, Maryland

John Nevin Andrew's Elementary School 270-2878
(Seventh Day Adventist)
Grades 1 - 8
117 Elm Avenue
Takoma Park, Maryland

Sligo Elementary School (Seventh Day Adventist) 434-1417
Kindergarten - Grade 8
8300 Carroll Avenue
Takoma Park, Maryland

Spencerville Jr. Academy (Seventh Day Adventist) 421-9101
Grades 1 - 10
15930 Good Hope Road
Silver Spring, Maryland 20904

2. Other Private Schools:

Alexander School 593-2222
Nursery - Grade 3
315 University Blvd. West, Box 809
Silver Spring, Maryland

The Barrie School 871-6200
Kindergarten - Grade 6
13500 Layhill Road
Silver Spring, Maryland 20906

Concord Hill School 365-2247
Nursery - Grade 3
6601 Bradley Blvd.
Bethesda, Maryland 20034

Cynthia Warner School 439-2324
Kindergarten - Grade 12
8114 Carroll Avenue
Takoma Park, Maryland 20012

Edith Holton Primary Day School 559-1414
Nursery - Grade 3
921 Chillum Road
Chillum, Maryland

German School 299-8300
Kindergarten - Grade 13
9400 Logan Drive
Potomac, Maryland 20854

Glenelg Country School Inc. 301-286-2229
Nursery - Grade 8
Folly Quarter Road
Glenelg, Maryland 21737

Green Acres School Inc.
Nursery - Grade 8
11701 Danville Drive
Rockville, Maryland

881-4100

Holton Arms School
Grades 3 - 12
7303 River Road
Bethesda, Maryland 20034

365-5300

Landon School
Grades 3 - 12
Wilson Lane
Bethesda, Maryland 20014

652-2223

Lanham Montessori School Internationale
Ungraded, ages 2 1/2 - 8
73rd Avenue and Buchanan Street
Landover Hills, Maryland

459-6585

Manor Montessori
Ungraded, ages 3 - 6
7730 Bradley Blvd.
Bethesda, Maryland 20014

365-2077

McLean School, Inverness Campus
Nursery - Grade 9
10401 Democracy Lane
Potomac, Maryland 20854

365-5900

The Norwood School
Kindergarten - Grade 3
P.O. Box 9977
Chevy Chase, Maryland 20015

229-1577

Potomac Montessori
Nursery - Grade 4
South Glen and Norton Roads
Potomac, Maryland 20854

299-6170

Primary Day School
Nursery - Grade 2
7300 River Road
Bethesda, Maryland 20034

365-4355

Town and Country Day School
Nursery - Grade 6
11400 Veirs Mill Road
Silver Spring, Maryland

949-2345

Woodlawn School
Nursery - Grade 3
Oak Place and Hempstead
Bethesda, Maryland 20034

530-2646

3. Public Schools:

For information about Montgomery County call 279-3331.

For information about Prince George's County call 627-4800, ext. 314, 315 or 316.



THE HOSPITALITY AND INFORMATION SERVICE

Elementary Schools in Virginia

1. Church Affiliated Schools

Engleside Christian School (Baptist) 780-1732
Nursery - Grade 3
8428 Highland Lane
Alexandria, Virginia

Ascension Academy (Catholic, boys) 548-8106
Grades 1 - 12
4401 West Braddock Court
Alexandria, Virginia 22304

Marymount Junior School (Catholic, girls) 524-2500
Grades 1 - 8
2807 North Glebe Road
Arlington, Virginia 22207

Cherrydale Christian School 525-3854
Kindergarten - Grade 9
2321 North Military Road
Arlington, Virginia 22207

Commonwealth Christian School 280-1221
Nursery - Grade 8
8822 Little River Turnpike
Fairfax, Virginia 22030

Episcopal Academy 365-7300
Grades 1 - 9
1711 Kirby Road
McLean, Virginia 22101

Grace Episcopal Day School 549-5067
Nursery - Grade 4
3601 Russel Road
Alexandria, Virginia 22305

Gunston Hall School (Episcopal) 569-1137
Kindergarten - Grade 3
Hanover Street and Monticello Blvd.
Springfield, Virginia

St. Agnes School (Episcopal, girls) 549-3542
Kindergarten - Grade 12
Jefferson Park
Alexandria, Virginia 22302

St. Stephen's Episcopal Day School (Boys) 751-3900
Grades 3 - 12
1000 St. Stephen's Road
Alexandria, Virginia 22304

Our Savior Lutheran 527-4151
Kindergarten - Grade 6
9th and South Taylor Streets
Arlington, Virginia 22204

Vienna Jr. Academy (Seventh Day Adventist)
340 Courthouse Road
Vienna, Virginia 22180

938-6200

2. Other Private Schools:

Annandale - Springfield Country Day Schools
Nursery - Grade 3

256-5284 and 256-1637

7152 Woodland Drive, Springfield, Virginia 22151
4616 Ravensworth Road, Annandale, Virginia 22003

Bobbe's Private School
Nursery - Grade 2
820 South Carlyn Road
Arlington, Virginia 22204

671-6545

Brentwood Academy
Nursery - Grade 3
8331 Washington Avenue
Alexandria, Virginia 22309

780-5750

Browne Academy
Nursery - Grade 6
5917 Telegraph Road
Alexandria, Virginia

765-3431

Burgundy Farm Country Day School
Kindergarten - Grade 8
3700 Burgundy Road
Alexandria, Virginia 22303

765-3431

Cloverlawn Academy
Nursery - 10
6200 Old Dominion Road
McLean, Virginia 22101

538-4022

Congressional Preparatory School
Nursery - Grade 12
3229 Sleepy Hollow Road
Falls Church, Virginia 22042

533-9711

Fairfax-Brewster School
Nursery - Grade 6
5860 Glen Forest Drive
Bailey's Crossroads, Virginia 22041

481-2680

Flint Hill Preparatory School
Kindergarten - Grade 12
3101 Chain Bridge Road
Fairfax, Virginia 22030

273-3873

Glaydin School
Grades 4 - 11
Rt. 3, Box 143
Leesburg, Virginia 22075

703-777-3505

Grasshopper Green School
Kindergarten - Grade 3
4955 Sunset Lane
Annandale, Virginia 22003

256-4711



Green Hedges School
Grades 2 - 8
415 Windover Avenue
Vienna, Virginia 22180

938-8323

Highland School
Kindergarten - Grade 8
597 Broadview Avenue
Warrentown, Virginia

347-1221

Hill School
Kindergarten - Grade 8
Middleburg, Virginia 22117

703-687-3611

Langley Co-Operative School
Kindergarten - Grade 8
1411 Balls Hill Road
McLean, Virginia

356-1920

Merrydowns Private School
Nursery - Grade 2
4015 Annandale Road
Annandale, Virginia

256-5373

Montessori School of Northern Virginia
Ungraded, ages 2 1/2 - 10
6820 Pacific Lane
Annandale, Virginia

256-9577

Mrs. Worley's Primary School
Nursery - Grade 3
2533 Gallows Road
Dunn Loring, Virginia 22027

560-3010

Palnez Private School
Nursery - Grade 2
8133 Leesburg Pike
Vienna, Virginia 22180

893-8732

Parkwood School
Nursery - Grade 3
601 Marshall Road S.W.
Vienna, Virginia 22180

281-3707

Pinecrest Primary
Nursery - Grade 3
6349 Lincolnia Road
Alexandria, Virginia 22312

354-3446

Potomac School
Nursery - Grade 9
Box 430
McLean, Virginia 22101

356-4101

Suburban School
Nursery - Grade 4
500 West Winsor Avenue
Alexandria, Virginia

549-4556

Sydenstricker School
Nursery - Grade 2
7001 Sydenstricker Road
Springfield, Virginia 22152

451-4141

Three Bears School
Nursery - Grade 3
7758 Telegraph Road
Alexandria, Virginia 22310

971-1211

Triple 7 School
Nursery - Grade 3
Rt. 2
Sterling, Virginia 22170

430-3292

Virginia Montessori
Ungraded, ages 2 1/2 - 9
10917 Marilta Court
Fairfax, Virginia 22030

591-3454

Westminister School Inc.
Kindergarten - Grade 8
6800 Columbia Pike
Annandale, Virginia 22003

256-2867

Woodbridge Primary
Ungraded, pre-school - age 12
1420 G Street
Woodbridge, Virginia 22191

703-491-4101

3. Public Schools:

Arlington County Information

558-2838

Fairfax County Information

691-2833

Alexandria County-Area of Attendance Information
Enrollment and Registration
Information

750-6543

750-6216

Falls Church Information

532-1181

3/14/1973



THE HOSPITALITY AND INFORMATION SERVICE

Washington D.C. Nursery Schools

1. Co-operative Nursery Schools: D.C. Co-Operative Play Program. Call Helen Deason at 629-7537.

2. Church Related Schools:

Beauvoir (The National Cathedral Elementary School) 966-8150
3500 Woodley Road N.W.
Washington D.C. 20016

St. Columba's Pre-School 363-4119
4201 Albemarle N.W.
Washington D.C.

St. Patrick's Episcopal Day School 337-2626
1655 Foxhall Road N.W.
Washington D.C. 20007

Beth Shalom Nursery School 723-3681
13th and Eastern Avenue N.W.
Washington D.C.

Washington Hebrew Congregational Pre-School 362-7100
Massachusetts Avenue and Macomb Street N.W.
Washington D.C.

National Presbyterian Church Day School 244-3300
4101 Nebraska Avenue N.W.
Washington D.C.

3. Nursery Schools with Day Care

Capitol East Children's Center 546-3676
201 4th Street S.E.
Washington D.C.

Columbia Road School 387-6755
1459 Columbia Road N.W.
Washington D.C.

St. Alban's Day Care and Nursery 363-7380
Massachusetts and Wisconsin Avenues
Washington D.C.

Louise Whitney School 829-8163
1501 Gallatin Street N.W.
Washington D.C.

4. Other Nursery Schools

Amazing Life Games
16th and Taylor Streets N.W.
Washington D.C.

829-4223

The Capitol Hill Day School
620 G Street S.E.
Washington D.C.

547-2244 or 544-7666

Children's Place
215 O Street S.W.
Washington D.C.

484-3175

The Kingsbury Center
2138 Bancroft Place N.W.
Washington D.C.

232-5878

Lowell Street School
3400 Lowell Street N.W.
Washington D.C.

362-2234

The Maret School
3000 Cathedral Avenue N.W.
Washington D.C.

483-5710

Mt. Pleasant Montessori School
1459 Columbia Road N.W.
Washington D.C.

234-6981

Nannie Helen Burroughs School
5007 Grant Street N.E.
Washington D.C. 20019

398-5266 or 398-4073

National Child Research Center
3209 Highland Place N.W.
Washington D.C.

363-8777

Naylor Road School
2345 R Street S.E.
Washington D.C.

584-5114

New City Montessori School
1725 Michigan Avenue N.E.
Washington D.C.

526-3331

The Schoolhouse
2800 Chain Bridge Road N.W.
Washington D.C.

537-0820

The Sheridan School
4400 36th Street N.W.
Washington D.C.

362-7900

Washington International School
2735 Olive Street N.W.
Washington D.C.

333-8510

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THE HOSPITALITY AND INFORMATION SERVICE

Maryland Nursery Schools

1. Co-operative Nursery Schools: Maryland Council of Parent Participatory Nursery Schools has 47 schools. Call 585-3575.

2. Church - Related Schools:

First Baptist Church of Laurel Pre-School 725-1668
811 Fifth Street
Laurel, Maryland

Sacred Heart Pre-School (Catholic) 464-1334
Maryland Route 450
Bowie, Maryland

Ursuline Academy (Lower School) (Catholic) 530-1917
9600 Forest Road
Bethesda, Maryland 20014

Christ Episcopal Day School 424-6550
109 South Washington Street
Rockville, Maryland 20850

Grace Episcopal Day School 585-3003
9115 Georgia Avenue
Silver Spring, Maryland 20910

Holy Trinity School (Episcopal) 262-5355
P.O. Box 560
Bowie, Maryland

Beth El Nursery School (Hebrew) 530-4668
8215 Old Georgetown Road
Bethesda, Maryland

B'Nai Israel Nursery School 649-5868
10500 Georgia Avenue
Silver Spring, Maryland

Corkran Methodist Pre-School 894-9700
5200 Temple Hills Road
Temple Hills, Maryland

Millian Methodist Pre-School 946-2222
Parkland and Grenoble Drive
Rockville, Maryland

St. John's Methodist Pre-School 256-7748
5312 Backlick Road
Springfield, Maryland

3. Nursery Schools Offering Day Care:

Bethesda Community School
Honeywell Lane
Bethesda, Maryland

652-0117

Folwell Nursery and Kindegarten
6800 Adelphi Road
Hyattsville, Maryland

277-6877

Edith Holton Primary Day School
921 Chillum Road
Chillum, Maryland

559-1414

Town And Country Day School
11400 Viers Mill Road
Silver Spring, Maryland 20902

949-2345

Viers Mill Baptist Church Day Care
12221 Viers Mill Road
Wheaton, Maryland

942-2515

Woodlawn School
Oak Place and Hempstead
Bethesda, Maryland

530-2646

4. Other Nursery Schools:

Alexander School
315 University Blvd., W. Box 809
Silver Spring, Maryland

593-2222

The Barrie School
13500 Layhill Road
Silver Spring, Maryland 20906

871-6200

Child Care Center
501 Mannakee Street
Rockville, Maryland

424-8065

The Concord Hill School
6701 Wisconsin Avenue
Chevy Chase, Maryland 20015

365-2247

Cor Jesu Montessori
8401 Grubb Road
Chevy Chase, Maryland 20015

569-6725

Creative Garden Nursery School
1744 Ullswater Place
Crofton, Maryland

261-3472

Glenelg Country School
Folly Quarter Road
Glenelg, Maryland 21737

301 - 286-2229



Green Acres School
11701 Danville Drive
Rockville, Maryland 20852

301-881-4100

Lanham Montessori
73rd Avenue and Buchanan Street
Landover Hills, Maryland

459-6585

Manor Montessori
7730 Bradley Blvd.
Bethesda, Maryland 20014

365-2077

McLean School
10401 Democracy Lane
Potomac, Maryland 20854

365-5900

Outdoor Nursery School
8922 Spring Valley Road
Chevy Chase, Maryland

656-8871

Oxon Hill Pre-School Workshop
5216 Stratford Avenue
Oxon Hill, Maryland

839-3923

Potomac Montessori
South Glen and Norton Roads
Potomac, Maryland

229-6170

The Primary Day School
7300 River Road
Bethesda, Maryland 20034

365-4355

Rockville Nursery School and Kindegarten
301 Adclar Road
Rockville, Maryland

762-2678

YWCA Playschools
6 localities in Maryland
Call Mary Savage at 460-3900

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THE HOSPITALITY AND INFORMATION SERVICE

Virginia Nursery Schools

1. Co-operative Schools: Northern Virginia Council of Parent Participatory Pre-Schools.
Call 532-4960.

2. Church - Related Schools:

Engleside Christian School (Baptist) 780-1732
8428 Highland Lane
Alexandria, Virginia

Commonwealth Christian School 280-1221
8822 Little River Turnpike
Fairfax, Virginia 22030

Falls Church Episcopal Day School 534-8687
115 East Fairfax Street
Falls Church, Virginia

Good Shepard Pre-School (Episcopal) 323-6120
9350 Braddock Road
Burke, Virginia

Grace Episcopal Day School 585-3003
9115 Georgia Avenue
Silver Spring, Maryland 20910

St. Aiden's Episcopal Day School 360-4160
8531 Riverside Road
Alexandria, Virginia

St. Andrew's Day School (Episcopal) 522-5049
4000 Lorcom Lane
Arlington, Virginia 22207

St. James Episcopal 780-3081
5614 Old Mill Road
Alexandria, Virginia 22309

St. Peter's Episcopal Church Nursery School 536-6606
3890 Stafford Street
Arlington, Virginia

Arfax Pre-School (Hebrew) 979-4468
2920 Arlington Blvd.
Arlington, Virginia

Faith Lutheran Day School 525-9283
Arlington Blvd. and North Jackson Street
Arlington, Virginia 22201

St. John's Methodist Pre-School 256-7748
5312 Backlick Road
Springfield, Virginia



St. Stephen's Methodist Church Pre-School
9203 Braddock Road
Burke, Virginia

978-9877

Washington Street Methodist Day School
1155 Washington Street
Alexandria, Virginia 22314

549-0750

3. Nursery Schools with Day Care:

Annandale-Springfield Country Schools
7152 Woodland Drive
Springfield, Virginia 22151

256-5284 and 256-1637

4616 Ravensworth Road

Annandale, Virginia 22003

Grasshopper Green School
4955 Sunset Lane
Annandale, Virginia 22003

256-4711

Happy Time Pre-School and Day Care
5243 Duke Street
Alexandria, Virginia

751-8010

Kiddie Kastle
2600 Shady Oak Drive
Alexandria, Virginia

960-2040

Small World Day Nursery
1101 Park
Vienna, Virginia

938-5955

Three Bears School
7758 Telegraph Road
Alexandria, Virginia 22310

971-1211

Vienna Tiny Tots Village
204 Courthouse Road
Vienna, Virginia

938-8178

Yorktowne Square Day School
2906 Kings Chapel Road
Falls Church, Virginia

560-7070

4. Other Nursery Schools:

Birchwood School
4572 North 26th Street
Arlington, Virginia 22207

522-1072

Bobbe's Private School
820 South Carlyn Spring Road
Arlington, Virginia 22204

671-6545

Bonnie Brook School
1700 Great Falls Road
McLean, Virginia

356-5744

Brentwood Academy
8331 Washington Avenue
Alexandria, Virginia

780-5750

Brownie Pre-School Academy
5917 Telegraph Road
Alexandria, Virginia

765-1002

Chichester School
4345 Duke Street
Alexandria, Virginia 22304

751-2480

Cloverlawn Academy
6200 Old Dominion Drive
McLean, Virginia

538-4022

Community Day School
640 South 23rd Street
Arlington, Virginia 22202

684-8185

Creative Country Day School
8700 Willowmere Drive
Vienna, Virginia

560-0404

Dunn Loring Wood Private School
8700 Willowmere Drive
Vienna, Virginia 22180

560-1949

Elfland School
4511 Glenwood Drive
Alexandria, Virginia

971-4337

Fairfax-Brewster School
5860 Glen Forest Drive
Bailey's Crossroads, Virginia 22041

481-2680

Happy Hill School
6418 Georgetown Pike
McLean, Virginia

356-4282

Juniper Lane School
3106 Juniper Lane
Falls Church, Virginia

533-8890

Mari-Dale School
3501 Georgia Lane
Falls Church, Virginia

256-4640

Marjorie Daw School
2702 Popkins Lane
Alexandria, Virginia

765-8904

Merrydowns Private School
4015 Annandale Road
Annandale, Virginia

256-5373

The Montessori School of Northern Virginia
6820 Pacific Lane
Annandale, Virginia

256-9577



Palnez Private School 8133 Leesburg Pike Vienna, Virginia 22180	893-8732
Parkwood School 601 Marshall Road S.W. Vienna, Virginia 22180	281-3707
Peter Piper School Lewinsville and Scotts Run Road McLean, Virginia	356-4286
The Piedmont School 3850 Wilson Blvd. Arlington, Virginia 22203	525-2234
Pixieland Pre-School and Pinecrest Primary 6349 Lincolnia Road Alexandria, Virginia 22312	354-3446
Potomac School Box 430 McLean, Virginia	356-4101
Proctor Hatsell School 7150 Telegraph Road Alexandria, Virginia 22310	971-1990
Resurrection Pre-School and Parent Co-Operative 2280 North Beauregard Alexandria, Virginia	931-9790
Rudolf Steiner School 3241 Brush Drive Falls Church, Virginia	532-3033
Suburban School 500 West Windsor Avenue Alexandria, Virginia	549-4556
Sydenstricker School 7001 Sydenstricker Road Springfield, Virginia 22152	451-4141
Triple 7 School Rt. 2 Sterling, Virginia 22170	430-3292
Virginia Montessori 10917 Marilta Court Fairfax, Virginia 22030	591-3454
Woodbridge Primary Day School 1420 F Street Woodbridge, Virginia 22191	703-491-4101
Mrs. Worley's Primary School 2533 Gallows Road Dunn Loring, Virginia 22027	560-3010

THE HOSPITALITY AND INFORMATION SERVICE

Day Camp List

Camp Adventure

Montgomery County, Maryland

Boys and Girls, 5-15

Facilities: Active farm, two lakes,
fishing, swimming, boating, games,
riding

Apply: P.O. Box 651 P

Rockville, Maryland

301-349-3141

The Alexander School Day Camp

315 University Blvd. West

Silver Spring, Maryland 20901

Boys and Girls, 6-13

Facilities: athletics, crafts,
swimming

Apply: 593-2222

Alexandria Branch YMCA Day Camp

420 East Monroe Avenue

Alexandria, Virginia 22301

KI9-0850

Alexandria Dept. of Recreation and Parks

115 N. Patrick

Alexandria, Virginia 22314

750-6325

Arlington County Dept. of Recreation
and Parks

300 N. Park Drive

Arlington, Virginia 22203

558-2565

Arlington YMCA Day Camp

3422 N. 13th Street

Arlington, Virginia 22201

525-5420

Barrie School Day Camp

13500 Layhill Road

Silver Spring, Maryland 20906

Boys and Girls, 2-17

Facilities: riding, tennis, boating,
fishing, etc.

Apply: 871-6200

Beauvoir Day Camp

3500 Woodley Road N.W.

Washington D.C. 20016

Boys, 3-9 and Girls, 3-12

Facilities: swimming pool, playfields,
dramatics, sports, health science,
tennis, archery

Apply: Beauvoir School

966-8150

Bells Mill Camp

Seven Locks Road and Bells Mill Road

Bethesda, Maryland

Boys and Girls

Facilities: swimming pool and games

Apply: 530-3725 (Bethesda-Chevy Chase
YMCA)

Bethesda-Chevy Chase Branch YMCA Summer
Fun Club

9401 Old Georgetown Road

Bethesda, Maryland 20014

530-3725

Birchwood School Day Camp

4572 North 26th Street

Arlington, Virginia 22207

Boys and Girls

Facilities: swimming, sports, art
music, and dramatics

Apply: 522-1072

Brentwood Academy Day Camp

8331 Washington Avenue

Alexandria, Virginia 22309

Facilities: arts, swimming, riding,
nature study, cookouts, all kinds of
games

Apply: 780-5750

Brown School Day Camp

5917 Telegraph Road

Alexandria, Virginia

Boys and Girls, 3-13

Facilities: arts and crafts, music,
archery, trips, sports, swimming

Apply: 765-1002



Burgundy Farm Summer Day Camp

Alexandria, Virginia

Boys and Girls, 5-12

Facilities: swimming, arts, music,
dramatics, campcrafts, physical education

Apply: 960-3431

Commonwealth Christian School Day Camp

8822 Little River Turnpike

Fairfax, Virginia 22030

Boys and Girls, 3-15

Facilities: arts, crafts, music, swimming,
riding,, field trips, overnights, sports

Apply: 280-1221

Congressional Day Camp

3229 Sleepy Hollow Road

Falls Church, Virginia 22042

Boys and Girls, 4-13

Facilities: Campfires, gardening, music,
fishing, riding, arts and crafts, hiking,
science, sports, swimming

Apply: 533-9711

De Matha Catholic Day Camp

4213 Madison Street

Hyattsville, Maryland 20781

Boys, 6-13

Facilities: swimming, sports, arts and
crafts, field trips, cook-outs

Apply: 864-4102

Double S YMCA Day Camp

9800 Hastings Drive

Silver Spring, Maryland 20901

Apply: 585-2120

Dunn Loring Wood Private School Day Camp

8700 Willowmere Drive

Vienna, Virginia 22180

Facilities: swimming, archery, sports,
arts and crafts

Apply: 560-1949

Fides Day Camp

Fides House, 1554 8th Street N.W.

Washington D.C. 22180

Facilities: arts and crafts, swimming,
picnic, etc.

Apply: 265-4718

Flint Hill Preparatory School Day Camp

3101 Chain Bridge Road

Fairfax, Virginia 22030

Boys and Girls, 5-12

Facilities: sports, camp-outs,
overnights, field trips

Apply: 273-3873

Friendship YMCA Day Camp

Bowie Mill Road

Olney, Maryland 20832

Wheaton-Kiwanis Campsite

Apply: 585-2120

Georgetown Preparatory School Day Camp

10900 Rockville Pike

Rockville, Maryland 20852

Boys, 6-14

Apply: 493-5000

Glenelg County School Day Camp

Folly Quarter Road

Glenelg, Maryland 21737

Pre-school to 8 years

Apply: 301-286-2229

Grasshopper Green School Summer Camp

4955 Sunset Lane

Annandale, Virginia 22003

Apply: 256-4711

Green Acres School Day Camp

11701 Danville Drive

Rockville, Maryland

Boys and Girls, 3-12

Facilities: overnights, campcrafts,
hiking, swimming, sports, dance, dramatics,
art, music

Apply: 881-4100

The Heights School Sports/Study Camp

4300 Garrison Street N.W.

Washington D.C. 20016

Boys, grades 7-9

Apply: 362-2419

Holton-Arms School Hockey and Tennis Camp

7303 River Road

Bethesda, Maryland 20854

Girls

Apply: 365-5300

Inverness Day Camp

Seven Locks Road
Boys, 6-13
Facilities: swimming, riding, archery,
crafts, carpentry, baseball, fishing,
shop, nature study, sports
Apply: Camp Inverness
Bells Mill Road
Potomac, Maryland
365-5900

Jewish Community Center of Greater Washington

Summer Day Camp

6125 Montrose Road
Rockville, Maryland 20852
Boys and Girls, pre-school to high school
Facilities: backpacking, bicycling, cruising,
basketball, Hebrew instruction, dramatics,
crafts, music, dance, sports, Onegai Shabbat,
Jewish celebrations, swimming, tiyulim,
cookouts, overnights, gymnastics
Apply: 881-0100

Kamp Kilmarock

Girls, 7-15 and Boys, 7-12
Facilities: swimming, tennis, games, music,
dramatics, riding, arts and crafts,
pioneer crafts, overnights, cookouts, archery,
Apply: Cynthia Watner's School
8114 Carroll Avenue
Takoma Park, Maryland 20012
HE9-2324

Camp Kirkwood (YMCA Day Camp)

Arlington, Virginia
Boys and Girls, 6-12
Facilities: swimming, arts, crafts, nature
lore, outdoor games, family nights, archery,
trips
Apply: Arlington YMCA, 525-5420

Landon School Day Camp

Wilson Lane
Bethesda, Maryland 20014
Boys, 6-13
Facilities: outdoor sports, swimming,
Apply: 652-2223

Lanham Montessori School Internationale Day
Camp

73rd Avenue and Buchanan Street
Landover Hills, Maryland 20784
Boys and Girls, 3-9
Facilities: arts and crafts, nature study,
swimming
Apply: 459-6585

Little River YMCA Day Camp

9124 Little River Turnpike
Fairfax, Virginia 22030
Boys and Girls, 6-12
Facilities: swimming, crafts and
athletics
Apply: 273-3536

Mater Dei School Camp

9600 Seven Locks Road
Bethesda, Maryland 20034
Girls, 5-13
Apply: 365-2700

Montgomery County Branch YMCA

2701 Bel Pre Road
Silver Spring, Maryland 20906
Apply: 460-3946

Potomac Montessori School Day Camp

South Glen and Norton Roads
Potomac, Maryland 20854
Boys and Girls, 4-13
Facilities: sports, crafts, riding,
swimming
Apply: 299-6170

Potomac School Day Camp

Box 430
McLean, Virginia 22101
Boys and Girls, 6-10
Apply: 356-4101

Randall Hyland Private School Inc. Day
Camp

2910-16 Pennsylvania Avenue S.E.
Washington D.C. 20020
Boys and Girls: 5-12
Facilities: swimming, hiking, field trips,
arts and crafts, nature study, sports,
cookouts
Apply: 582-2966

St. Agnes School Day Camp

Jefferson Park
Alexandria, Virginia 22302
Boys and Girls, 6-10
KI9-3542

St. Alban's School Day Camp

Mount St. Alban
Boys and Girls, 3-12
Facilities: nature sciences, arts and
crafts, music, swimming, sewing, dramatics,
sports, photography, games, story-telling
Apply: 966-2125



St. Matthews Day Camp
Regional Park
Fargo, Maryland (Prince George's County)
Boys and Girls, 6-12
Facilities: swimming, arts and crafts,
sports, music, dramatics
Apply: St. Matthew's Church
7733 Darel St. S.E.
Washington D.C. 20023
488-7298

Sidwell Friends Day Camp
3825 Wisconsin Avenue N.W.
Washington D.C.
Boys and Girls, 4-12
Facilities: swimming, nature shop, music
art, hikes, dramatics, crafts, games,
picnics
Apply: 966-0953

Camp Safetyland
203 N Street S.W.
Washington D.C. 20024
Boys and Girls, 7-14
Facilities: swimming, arts and crafts,
hiking, trips
Apply: Southwest Community House Association
488-7540

Southeast Neighborhood House Day Camp
2263 Mt. View Place S.E.
Washington D.C. 20020
Boys and Girls, 6-12
Facilities: crafts, arts, games, music,
physical fitness, puppetry, dramatics,
swimming
Apply: Day Camp Office
889-1700

Town and Country Day Camp
11400 Viers Mill Road
Silver Spring, Maryland
Boys and Girls, 3-15
Facilities: swimming, hikes, trampoline,
movies, arts and crafts, supervised
playground, riding, tumbling, fencing,
tennis, track
Apply: 949-2345

THE HOSPITALITY AND INFORMATION SERVICE

Special Schools

1. For Exceptionally Intellectually Gifted Children:

Woodhill Study Center 703-455-9114
ages 6 - 12, must be able to read before entering
8204 Ridge Road
Springfield, Virginia

The Grieg II School 244-8806
ages 12 - 15
5450 Massachusetts Avenue 20016

2. For Those Disenchanted with Establishment Education:

Washington Area Pre-School Clearinghouse 931-8739
4632-A South 36th Street
Arlington, Virginia 22206

3. For Those Children with Emotional Problems or Other Learning Disabilities:

Accotink Academy 451-8041
8519 Tuttle Road
Springfield, Virginia

Children's Achievement Center (for children of average intelligence with special learning disabilities.)

7628 Leesburg Pike 893-7590
Falls Church, Virginia

Leary School 273-5400
2849 Meadow View Road
Falls Church, Virginia 22042

The Lab School of the Kingsbury Center 232-5878
1809 Phelps Place N.W.
Washington D.C.

Portals School 244-9210
10101 Connecticut Avenue
Kensington, Maryland

St. Maurice School 299-6541
10000 Kentsdale Drive
Potomac, Maryland

Schefer School (5 locations in Virginia) 532-3205
610 Fulton Avenue
Falls Church, Virginia 22046

School for Contemporary Education 356-8870
1326 Calder Road 3604 Chatham Road
McLean, Virginia Ellicott City, Maryland

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Washington, D. C. 20016
Telephone: 966-4327



BOOKS OF INFORMATION FOR WASHINGTON LIVING

Moving to Washington:

LIVING IN WASHINGTON: A MOVING
EXPERIENCE

By Scottie and Tom Allen
Theresa and Joel Garbus
Westover Publishing Company
Richmond, Virginia \$3.50

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By Bettie Mintz
P.O. Box 5873
Washington, D. C. 20014 \$2.50

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Washington, D. C. 20008 \$2.00



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Washington, D. C. 20010
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Telephone: 737-8866

SPECIAL EVENTS AT THE SMITHSONIAN

Telephone: 737-8811



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THE WASHINGTON GUIDEBOOK

By John and Katharine Walker
Metro Publishers Representatives, Inc.
2900 M Street, N. W.
Washington, D. C. 20007 \$1.00

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By Robert Shosteck
Potomac Books, Inc.
1518 D Street, N. W.
Washington, D. C. 20005 \$1.95

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Urban Geographics, Inc.
P. O. Box 13115
Washington, D. C. 20009 \$1.50

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The Citizens Association of Georgetown
2803 M Street, N. W.
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Social Usage:

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2620 P Street
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Telephone: 337-2880 \$22.00

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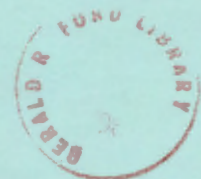
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Hyattsville, Maryland
Telephone: 577-6242 \$21.50

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Fashionscope
The Social List



Social Usage Continued:

DIPLOMATIC LIST

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U. S. Government Printing Office
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Funk and Wagnall's - New York
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GOOD MANNERS

Simon - Schuster - \$9.95

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BOOK OF ETIQUETTE

Doubleday and Co.
Garden City, New York \$6.95



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By Elizabeth M. Montag
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Washington, D. C. 20036
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Washington, D. C. 20036
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Washington Metropolitan Area Transit Authority
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Information: 832-4300



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1. Mail to friends who write or call saying they are coming to Washington.
2. If you know your guests' dates of arrival, departure, White House and F.B.I. Tours, you can use this to type up a very personalized itinerary. They'll think you're wonderful!
3. Use this to help plan your own personally conducted tours. It is arranged in walking areas so you can make the most of your time. It can be easily adjusted for short or long days and visits from one day to one week.

Compiled by

Margaret Ann Frick



ITINERARY

Request tickets for a White House, F.B.I. tour from your Congressman or Senator before arriving in Washington. They can send you information on visiting Washington. The State Department has public tours of the Diplomatic Rooms which usually can be arranged Mondays through Fridays at 9:30 a.m.; 12:30 a.m.;, and 3:30 p.m.--unless they are canceled by social functions. Reservations may be made by calling 632-3241 or 632-3636.

At your convenience during your visit, use the Tourmobile around the Mall.

WASHINGTON MONUMENT - On the Mall at 15th St., N.W.
Open daily March 20 thru Labor Day 8:00 a.m. - 11:00 p.m.
Telephone: 426-6839

LINCOLN MEMORIAL - West Potomac Park, Foot of 23rd St., N.W.
Open daily, 8:00 a.m. to midnight

JEFFERSON MEMORIAL - South Bank of Tidal Basin
Open daily, 8:00 a.m. to midnight
Telephone: 426-6821

(These are especially beautiful to save, for a visit at night after dinner.)

DAY

Visit your Congressman or Senator's Office. Pick up tickets and passes to the Capitol Galleries.

CAPITOL - Capitol Hill - Open daily 9:00 a.m. to 4:30 p.m.
Tours 9:00 a.m. to 3:45 p.m. - Telephone: 224-3121

SUPREME COURT - 1st and Maryland Avenue, N.E.
Open Monday thru Friday 9:00 a.m. to 4:30 p.m.
Closed Saturday, Sunday & Holidays - Tel.: 393-1640
See Staircase

LIBRARY OF CONGRESS - 1st & Independence Ave., S.E. Exhibit Halls open
Monday thru Saturday 8:30 a.m. to 9:30 p.m.
Sunday from 11:00 a.m. to 9:30 p.m. Tel.: 426-5000

LUNCH - Capitol Hill Club - 300 C Street, S.E. (private)
Telephone: 484-4590
Rotunda - 30 Ivy St., S.E., Telephone: 546-3285
Monocle - 107 D St., N.E., Telephone: 546-4488

(After lunch, visit one or more of the Smithsonian Buildings.)

DAY

WHITE HOUSE TOUR - 1600 Pennsylvania Ave., N.W. - Closed Sunday & Monday
(Open Tuesday thru Saturday 10:00 a.m. to 12 Noon
Holidays & Saturdays, April thru August 10:00 a.m. to
2:00 p.m. No passes required. Telephone: 456-1414)



(2)

ITINERARY, Cont'd

- LAFAYETTE SQUARE - Pennsylvania Avenue, N.W. (Across from White House)
W a l k i n g T o u r
- DECATUR HOUSE - 748 Jackson Place, N.W. - Open daily 10:00 a.m. to 4:00 p.m. (except Christmas) Telephone: 638-1204
- ST. JOHN'S CHURCH - Lafayette Square - 1525 H Street, N.W.
Open daily - Telephone: 347-8766
- BLAIR HOUSE - 1651 Pennsylvania Avenue, N.W.
(OUTSIDE OF HOUSE ONLY) Telephone: 347-8542
- RENWICK GALLERY - 1661 Pennsylvania Avenue, N.W. Open daily
(Art) including Sundays from 10:00 a.m. to 5:30 p.m.
Telephone: 628-4422
- CORCORAN GALLERY - 17th & New York Avenue, N.W. Open Tuesday thru
(Art) Friday from 11:00 a.m. to 5:00 p.m. Closed Mondays.
Saturday, Sunday & Holidays from 12:00 noon to 6:00 p.m.
- OCTAGON HOUSE - 18th & New York Avenue, N.W. Open Tuesday through
Saturday from 10:00 a.m. to 4:00 p.m.
Sunday from 1:00 a.m. to 4:00 p.m. Telephone: 638-3105
- LUNCH - Chez Francois, 818 Connecticut Ave. N.W.
Kays Sandwich Shop, 1410 New York Ave. N.W., 1733 G
Street, N.W.
Madison Hotel, 15th & M Sts. N.W. - Statler Hilton
Hotel, 16 & K Sts. N.W. - Washington Hilton, 1919
Connecticut Ave., N. W.
- FORD THEATER & - 511 - 10th Street, N.W. Open 9:00 a.m. to 5:00 p.m.
LINCOLN MUSEUM every day. For theater schedule call 426-6924
and
- PETERSEN HOUSE - 10th Street between E & F, N. W.
(Where Lincoln died) Open 9:00 a.m. to 5:00 p.m. every day
Telephone: 426-6830
- NATIONAL GEOGRAPHIC - 17th & M Streets, N.W.
SOCIETY Telephone: 296-7500
- PAN AMERICAN UNION - 17th & Constitution Ave., N.W.
8:30 a.m. to 4:00 p.m. - Monday through Saturday

(3)

ITINERARY, Cont'd

DAY

- F.B.I. TOUR - 9th & Pennsylvania Avenue, N.W. - Open Monday thru Friday - 9:15 a.m. to 4:15 p.m. Closed Saturday, Sunday and Holidays - Telephone: 393-7100, Ext. 447
- NATIONAL ARCHIVES - 7th & Constitution Avenue, N.W. - Open Monday thru Saturday 9:00 a.m. to 10:00 p.m. Sunday from 1:00 p.m. to 10:00 p.m. Telephone: 963-6404
- NATIONAL GALLERY OF ART - Constitution Avenue at 16th Street, N.W. Telephone: 737-4215
- LUNCH - Cafeteria in National Gallery
- SMITHSONIAN INSTITUTE - Telephone: 628-4422 Take one a day - Cafeteria
- Museum of History & Technology - 12th & Constitution Avenue, N.W.
Museum of Natural History - 10th & Constitution Avenue, N.W.
Air & Space Building - 10th & Independence Avenue, S.W.
(Orville Wright, Lindbergh, Shepard, Glen, Armstrong - original ships to moon.)
- BUREAU OF ENGRAVING & PRINTING - 14th & C Streets, S. W. - Continuous tours Monday thru Friday 8:00 a.m. to 2:30 p.m. Closed Saturday, Sunday & Holidays, Telephone: 964-7611

DAY

- MT. VERNON - Mt. Vernon, Virginia - Open daily March 1 to Oct. 1 from 9:00 a.m. to 5:00 p.m. October 1 to March 1 from 9:00 a.m. to 4:00 p.m. Telephone: 780-2000
- LUNCH - Alexandria, Virginia
Christ Church
Gadsby's Tavern
Carlyle House
George Washington Masonic Memorial
Old Presbyterian Meeting House (Tomb of Unknown Soldier of Revolutionary War)
- ARLINGTON NATIONAL CEMETERY - Open daily & Sunday September thru March from 8:00 a.m. to 5:00 p.m. From April thru August 8:00 a.m. to 7:00 p.m. Telephone: 692-9877
- CUSTIS-LEE MANSION - Open daily October thru March from 9:30 a.m. to 4:30 p.m. April thru September 9:30 a.m. to 6:00 p.m. Telephone: 692-9883
- KENNEDY GRAVE SITES
- TOMB OF UNKNOWN SOLDIER (Changing of the Guard every half hour.)

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ITINERARY, Cont'd

ON A SUNDAY

WASHINGTON CATHEDRAL - Wisconsin & Massachusetts Avenue, N.W. 966-3500
ISLAMIC CENTER - 2551 Massachusetts Avenue, N.W. 332-3451
(Open daily from 10:00 a.m. to 4:00 p.m.)
NATIONAL SHRINE OF THE IMMACULATE CONCEPTION - 4th & Michigan Avenue, N.E.
Hourly Masses (Open daily 7:00 a.m. to 8:00 p.m.) Telephone: 526-8300
FRANCISCAN MONASTERY - 14th & Quincy Street, N.E. - Catacombs & Gardens
Open Monday - Saturday 8:30 a.m. to 4:00 p.m.
Telephone: 526-6800
TEMPLE SINAI (SYNAGOGUE) - 3100 Military Road, N.W. - 363-6394
NATIONAL PRESBYTERIAN CHURCH - 4101 Nebraska Avenue, N.W. 244-3300
ZOOLOGICAL PARK - 3000 Connecticut Avenue, N.W. 265-1868 (Chinese Pandas)
NATIONAL ARBORETUM - Bladensburg Road and R Street, N.E.
415 acres of flowering trees and shrubs for your walking or
driving pleasure.

DAY

GEORGETOWN

- There is a "Walking Guide to Historic Georgetown" available for purchase.

DUMBARTON

- Dumbarton Oaks & Gardens
1703 - 32nd Street, N.W. (Entrance to Gardens on R St)
Signing of the treaty in 1944. Collections from
2:00 to 5:00 p.m. Tuesday thru Sunday (closed Mon.)
Gardens open from 2:00 to 5:00 p.m. daily, weather
permitting. (Both the Collections and Gardens are
closed from July 1 through Labor Day, and on legal
holidays.)
- Dumbarton House
2715 Q Street, N.W. (Georgetown)
Open 9:00 a.m. to 12:00 noon, Monday thru Saturday;
closed Sunday, Holidays, and during July and August.

LUNCH

- Port O'Georgetown - 1054 31st Street, N.W. (338-6600)
Jour et Nuit - 1204 30th Street, N.W. (333-1033)
Clydes (Old Time Bar) - 3236 10th, N.W. (Casual) (333-9690)
House of Crepes - Casual
Publick House - M Street, N.W.; lunch 11:30-2:00 p.m.
Saturday 11:30-3:00 p.m.; evening 5:00 - midnight
- The Big Cheese - 3139 M Street, N.W. (338-3314)

SHOPPING

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ITINERARY, Cont'd

TRAVEL

ONE DAY TRIPS:

ANNAPOLIS - 1 hour
GETTYSBURG - 2 hours
MONTICELLO - Jefferson's Home - University of Virginia -
- 3 hours
FREDERICKSBURG - 50 miles south of Washington - Home of George
Washington & family - James Monroe law office.
HARPER'S FERRY - Approximately 60 miles. Scene of John Brown's
raid (1859)

OVERNIGHT:

WILLIAMSBURG
JAMESTOWN

ENTERTAINMENT

THEATRES

KENNEDY CENTER - Choice of 4 Theatres

Eisenhower Theatre
254-3080

American Film Institute
785-4600

Opera House
254-3770

Concert Hall
254-3090

Dinner - La Grande Scene - Mon thru Sat: 12 noon-2:30 PM
5:30 PM - midnight
The Gallery - Mon thru Sat: 11:30 AM - midnight
Cafeteria - Mon thru Sun: 11:30 AM - 8:00 PM

Les Champs (at Watergate)
lunch 11:30 AM - 2:00 PM; dinner 5:30 PM - 11:30 PM
Sunday: 11:00 AM - 6:00 PM

NATIONAL

- Oldest Theater in District of Columbia.
1321 E Street, N. W.
628-3393

TOURS

White House Sightseeing Corporation - 393-1616
Capitol Limousine & Sightseeing - 333-0383
Diamond Limousine Service - Ho 2-4500
Ambassador Limousine of Georgetown - 333-1730
Tourmobile Information - 638-5371 (Operate daily except Christmas Day)
9:00 a.m. to 7:00 p.m. (June 15 through Labor Day)
9:30 a.m. to 4:30 p.m. (Remainder of the year)

Incomplete

S E R V I C E S A V A I L A B L E

T H R O U G H

G O V E R N M E N T A G E N C I E S

U. S. Government Manual 1973-1974

Office of the Federal Register National
Archives and Records Service
Superintendent of Documents, Government
Printing Office, Washington, D.C. 20402
Telephone: 523-5231 Price \$4.00



The Department of State
2201 C Street
Washington, D. C. 20520
Telephone: 655-4000

The Department of the Treasury
Pennsylvania Avenue at 15th Street
Washington, D. C. 20220
Telephone: EX 3-6400

The Department of Defense
The Pentagon
Washington, D. C. 20301
Telephone: LI 5-6700

The Department of Justice
Constitution Avenue, Between 9th and 10th Streets
Washington, D. C. 20530
Telephone: 737-8200

The Department of the Interior
C Street, Between 18th and 19th Streets
Washington, D. C. 20240
Telephone: 343-1100

The Department of Agriculture
The Mall, Between 12th and 14th Streets, S.W.
Washington, D. C. 20250
Telephone: 655-4000

The Department of Commerce
14th Street, Between E Street and Constitution Avenue
Washington, D. C. 20230
Telephone: ST. 3-9200

The Department of Labor
14th Street and Constitution Avenue
Washington, D. C. 20210
Telephone: 393-2420

The Department of Health, Education, and Welfare
330 Independence Avenue, S. W.
Washington, D. C. 20201
Telephone: 962-2246

The Department of Housing and Urban Development
451 - 7th Street, S. W.
Washington, D. C. 20410
Telephone: 755-5111

The Department of Transportation
800 Independence Avenue, S. W.
Washington, D. C. 20590
Telephone: 426-4000



THE HONORABLE WILLIAM E. SIMON

Secretary

UNITED STATES DEPARTMENT OF THE TREASURY
Fifteenth Street and Pennsylvania Ave., N.W.
Washington, D. C. 20220
Telephone: (202) 393-6400

HOW U. S. DEPARTMENT OF THE TREASURY IS ORGANIZED

Secretary of the Treasury

Executive Assistant to the Secretary
Director, Executive Secretariat

Deputy Secretary

Assistants to Deputy Secretary
Deputy Under Secretary
Special Assistants to the Secretary - National Security
Public Affairs
Legislative Affairs

Office of Revenue Sharing
Office of Energy Adviser
Internal Revenue Service
Office of the Comptroller of the Currency
General Counsel
Legal Division
Office of Director of Practice
Office of Equal Opportunity Program
Assistant Secretary (Tax Policy)
Office of Tax Analysis
Office of Tax Legislative Counsel
Office of International Tax Counsel
Assistant Secretary (Enforcement, Tariff & Trade
Affairs, and Operation)
Office of Law Enforcement
Office of Operations
Office of Tariff and Trade Affairs
Bureau of Alcohol, Tobacco and Firearms
Bureau of Census
Bureau of Engraving and Printing
Bureau of the Mine
Consolidated Federal Law Enforcement Training Center
U. S. Secret Service
Assistant Secretary for Administration
Office of Administrative Programs
Office of Audit
Office of Budget and Finance
Office of Central Service
Office of Management and Operations
Office of Personnel

Under Secretary

Under Secretary for Monetary Affairs

Deputy Under Secretary
Special Assistant to the Secretary (Debt Management)

U. S. Dept. of Treasury, Cont'd

Fiscal Assistant Secretary
Bureau of Accounts
Bureau of Public Debt
Office of the Treasurer of the United States
Assistant Secretary (International Affairs)
Deputy Assistant Secretary for Industrial Nations Finance
Deputy Assistant Secretary for Development Finance
Deputy Assistant Secretary for Trade and Investment
Deputy Assistant Secretary for Research
Assistant Secretary (Economic Policy)
Office of Domestic Gold and Silver Operations
Office of Financial Analysis
U. S. Savings Bonds Division

Building Occupants: In addition to the Secretary of the Treasury and his top staff, the Main Treasury Building houses the top officials of the Bureau of the Public Debt, the Office of the Treasurer of the United States, the Comptroller of the Currency, the Bureau of the Mint, and the Office of the Assistant Secretary for International Affairs. Other important activities of the Department, such as Internal Revenue Service, Engraving and Printing, Customs, the Savings Bonds Division, U.S. Secret Service, and Bureau of Accounts are housed in nearby buildings.

Services and Facilities of the Main Treasury Building:

Exhibit Hall: Open 9:30 AM to 3:30 PM, Tuesday thru Friday
10:00 AM to 2:00 PM, Saturdays
Building Management Office: Room 1041, Tel. Ext 2723
Custody of Treasury Seal
Eating Facilities: Cafeteria (7:00 AM to 4:00 PM), 1st floor, center
Snack Bar 1st floor, SE corner
Snack Bar 1st floor, NW corner

Notes of Interest:

The Main Treasury Building is said to be the finest example of Grecian architecture in Washington. It is the third Treasury Building constructed on the same site. The oldest part of the building was completed in 1842 and it is now only a part of the east wing. The north wing was completed in 1869. The building can today accommodate only about 10 percent of all Treasury personnel located in Washington. The basement also houses a pistol range used by Secret Service and other enforcement personnel to maintain marksmanship.

The large cash room at the north end of the building was used on March 4, 1869 for the inaugural ball for President Grant's first inauguration.



HISTORIC AND HUMAN INTEREST EVENTS

The Treasury Department Building has been the locale of a number of interesting events, one of the earliest involving President Jackson who, during the laying of the cornerstone, placed therein a satin-lined case containing a golden lock of the hair of the infant daughter of his confidential adviser and secretary, who was Mrs. Jackson's niece. This girl, Mary Emily Donelson, was later employed in Treasury. Today the location of that cornerstone is inaccessible because of the extension of the outer limits of the building.

President Andrew Johnson used one of the Treasury offices on the present third floor as his office immediately following the assassination of President Lincoln, to allow Mrs. Lincoln to move from the White House unhurried. A picture of a Cabinet meeting held in that room testifies to this unusual arrangement.

During World War II a tunnel connected the White House to the Treasury. There was in the basement a furnished shelter area for the President of the United States in case he was unable to avoid enemy attack any other way. During this period, the basement of the Treasury would also have served as a refuge for the entire Cabinet, had that been necessary.

As recently as the early 1940's some of the offices contained items previous to this country's history--documents such as the Louisiana Purchase, one of George Washington's travel account books, files containing notes from President Lincoln. These have been turned over to the National Archives and other organizations for preservation.

The First Baptist Church of Washington, D. C., held its first meeting in the building, and in recent years has held commemorative meetings on the south steps. These steps were used during the Second World War for massive bond rallies in which entertainment celebrities participated to sell war bonds to finance this Nation's tremendous war effort. They have also been used for inaugurating community chest and other drives.

An area of special interest in today's building is the Exhibit Hall located on the first floor, with public entrance on East Executive Avenue, N.W., directly across from the White House.

THE HONORABLE EARL L. BUTZ
Secretary
UNITED STATES DEPARTMENT OF AGRICULTURE
14th & Independence Avenue, S. W.
Washington, D. C. 20250
Telephone: 655-4000

HOW U. S. DEPARTMENT OF AGRICULTURE IS ORGANIZED:

SECRETARY
Under Secretary
Deputy Under Secretaries
Staff Assistants

Judicial Officer
Office of Communication
Office of the General Counsel
Office of the Inspector General
Office of Intergovernmental Affairs
Office of Planning and Evaluation

Departmental Administration
Assistant Secretary for Administration
Office of Administrative Law Judges
Office of Budget and Finance
Office of Equal Opportunity
Office of Information Systems
Office of Management Services
Office of Personnel
Office of Plant and Operations

Agricultural Economics
Director
Staff Economist
Farmer Cooperative Service
Statistical Reporting Service

International Affairs and Commodity Programs
Assistant Secretary
Agricultural Stabilization and Conservation Service
Commodity Credit Corporation
Export Marketing Service
Federal Crop Insurance Corporation
Foreign Agricultural Service

Marketing and Consumer Services
Assistant Secretary
Agricultural Marketing Service
Animal and Plant Health Inspection Service
Commodity Exchange Authority
Food and Nutrition Service
Packers and Stockyards Administration



U.S. Dept of Agriculture, Cont'd

Rural Development

Assistant Secretary

Farmers Home Administration

Rural Development Service

Rural Electrification Administration

Rural Telephone Bank

Conservation, Research and Education

Assistant Secretary

Conservation, Research, and Education Staff

Agricultural Research Service

Cooperative State Research Service

Extension Service

Forest Service

National Agricultural Library

Soil Conservation Service

Open to the Public:

You are invited to visit the displays in the Patio located in the Administration Building.

Movies in the Patio daily (shown continuously) 9:00 a.m. to 4:30 p.m. (changed each month).

Graduate School

All qualified employees of the Federal, State, and local governments and other qualified adults are eligible to be admitted to courses. Morning and Evening classes are available.

Objective: To provide further education needs for all interested persons.

Cafeterias - 7:15 a.m. to 4:00 p.m. Daily

Breakfast served 7:15 - 8:30 a.m.

Lunch served from 11:00 a.m. to 2:00 p.m.

Open other times for snacks, coffee, etc., until 4:00 p.m.

Barber Shop - Room 0063-S - 447-2139

The National Arboretum

Located just off Bladensburg Road at R Street, N.E., the Arboretum has 415 acres of flowering trees and shrubs for your driving or walking pleasure.

Telephone: 399-5400

U. S. Dept. of Agriculture, Cont'd

AGRICULTURAL RESEARCH CENTER

Visitors may make their reservations for tours with the Visitor Staff. Tours are arranged by appointment only (8:00 a.m. to 4:30 p.m. Monday through Friday). The Center is closed to the public on Saturdays, Sundays, and holidays. To arrange your visit, call Area Code 301, 344-2483, or write:

Visitor Staff
Agricultural Research Center
Beltsville, Maryland 20705

THE NATIONAL AGRICULTURE LIBRARY - Probably the most extensive Agriculture Library in existence.

Beltsville, Maryland - Just off the Capital Beltway, Route 495 on U. S. 1
Open from 8:00 a.m. to 4:30 p.m., Monday through Saturday

A Library Branch is also located in Room 1052, South Building, and is open from 8:00 to 6:00 on weekdays.

Publications of the U. S. Department of Agriculture or Relating Pamphlets: Contact Publications Division, Office of Information, U.S. Department of Agriculture

For U.S. Department of Agriculture Personnel Only:
Travel Club U.S. Department of Agriculture - Room 1059-S
783-1972



THE HONORABLE FREDERICK B. DENT
Secretary
UNITED STATES DEPARTMENT OF COMMERCE
14th St. Between Constitution Ave. & E St., NW
Washington, D. C. 20230
Telephone: 783-9200

HOW THE U. S. DEPARTMENT OF COMMERCE IS ORGANIZED:

Secretary

General Counsel
Office of Policy Development
Office of Communications
Office of Congressional Relations
Office of Regional Economic Coordination

Under Secretary

Assistant Secretary for Administration

Assistant Secretary for Tourism
United States Travel Service

Assistant Secretary for Maritime Affairs
Maritime Administration

Assistant Secretary for Economic Development
Economic Development Administration

Assistant Secretary for Science & Technology
National Bureau of Standards
Patent Office
Office of Telecommunications
National Technical Information Service

Assistant Secretary for Economic Affairs
Social & Economic Statistics Administration

Assistant Secretary for Domestic & International Business
Domestic & International Business Administration

Federal Co-chairman of Regional Commissions
Four Corners, Ozarks, New England, Old West,
Pacific Northwest, Upper Great Lakes & Coastal Plains

Administrator, National Oceanic & Atmospheric Administration
Office of Foreign Direct Investments
Office of Minority Business Enterprises

U. S. Dept. of Commerce, Cont'd

U. S. DEPARTMENT OF COMMERCE - established in 1903

Open to the public:

In the Lobby:

The "CENSUS CLOCK" shows the population of the United States at any moment. This clock is located in the southwest corner of the lobby. Another clock, also on display in the lobby, records the current Gross National Product instantly, as based on quarterly estimates.

A seismograph recorder that registers ground vibrations from strong earthquakes occurring anywhere in the world. It is activated by a seismometer operating in the basement of the building. Minute ground vibrations due to meteorological conditions and other causes are recorded continuously.

Aquarium maintained by the Fish & Wildlife Service located under the lobby of the main entrance to the building.
Open daily from 9:00 AM to 5:00 PM.

Immediately west of the lobby is the Commerce Department auditorium with seating for 509 persons. It has the most modern and up-to-date audio and visual equipment and is made available to other Federal and District of Columbia agencies, employee organizations, etc.

Cafeteria located in the central part of the basement.

Publications from various agencies of the U.S. Government are available in the Government Printing Sales Office located in room 1605

THE HONORABLE CASPAR W. WEINBERGER
Secretary
UNITED STATES DEPARTMENT
of
HEALTH EDUCATION & WELFARE
330 Independence Avenue, S.W.
Washington, D. C. 20201
Telephone: 962-2246

HOW U.S. DEPT. OF HEALTH, EDUCATION & WELFARE IS ORGANIZED

Secretary

Under Secretary

Assistant Secretary (Legislation)

Assistant Secretary for Health

Public Health Service

National Institutes of Health

Food & Drug Administration

Center for Disease Control

Health Resources Administration

Health Services Administration

Assistant Secretary (Public Affairs)

Assistant Secretary (Planning & Evaluation)

Assistant Secretary, Comptroller

Assistant Secretary for Human Development

Office of Human Development

Office of Child Development

Office of Youth Development

Administration on Aging

Assistant Secretary for Administration & Management

Assistant Secretary for Education

Education Division

Office of Education

National Institute of Education

Office of Consumer Affairs

Executive Secretariat

Office for Civil Rights

Office of International Affairs

General Counsel

Social Security Administration

Social & Rehabilitation Service

Regional Offices

THE HONORABLE CLAUDE S. BRINEGAR
Secretary
UNITED STATES DEPARTMENT OF TRANSPORTATION
400 7th Street, S. W.
Washington, D. C. 20590
Telephone: 426-4000

HOW THE U. S. DEPARTMENT OF TRANSPORTATION IS ORGANIZED:

Secretary

Under Secretary

Deputy Under Secretary

Deputy Under Secretary for Budget and Program Review

Office of Program Management

Office of Transportation Planning Assistance

Office of Public Affairs Office of Budget

Office of Civil Rights

Executive Secretary

Contract Appeals Board

General Counsel

Deputy General Counsel

Office of Operations and Legal Counsel

Office of Regulations

Office of Litigation

Office of Legislation

Assistant Secretary for Environment, Safety, and Consumer Affairs

Deputy Assistant Secretary

Office of Safety Affairs

Office of Transportation Security

Office of Hazardous Materials

Office of Pipeline Safety

Office of Environmental Affairs

Office of Consumer Affairs

Office of Facilitation

Assistant Secretary for Systems Development and Technology

Deputy Assistant Secretary

Deputy Assistant Secretary for Systems Engineering

Transportation Systems Center

Office of Research and Development Plans and Resources

Office of R & D Policy

Office of Systems Engineering

Office of Noise Abatement

Office of University Research



U.S. Dept. of Transportation, Cont'd

Assistant Secretary for Policy, Plans and International Affairs

Deputy Assistant Secretary

Deputy Assistant Secretary for Planning

Office of Transportation Planning Analysis

Office of Transportation Policy Development

Office of Policy Review

Office of International Programs

Office of Transportation Energy Policy

Office of Assistant Secretary for Congressional and Intergovernmental Affairs

Deputy Assistant Secretary

Office of Congressional Affairs

Office of Intergovernmental Affairs

Assistant Secretary for Administration

Deputy Assistant Secretary

Office of Personnel and Training

Office of Management Systems

Office of Administrative Operations

Office of Investigations and Security

Office of Installations and Logistics

Office of Audits

Office of Emergency Transportation

U. S. Coast Guard

Federal Aviation Administration

Federal Highway Administration

Federal Railroad Administration

Urban Mass Transportation Administration

Saint Lawrence Seaway Development Corporation

National Highway Traffic Safety Administration

National Transportation Safety Board

Publications of Department of Transportation and/or Related Administrations: Contact Public Affairs Office

Cafeteria Open to Public

Plaza of Department of Transportation Building often the scene of Transportation Oriented Exhibits.

SERVICES AVAILABLE THROUGH GOVERNMENT DEPARTMENTS

Please use this sheet to make additional suggestions or comments.

Mail to the Chairman: Margaret Ann Frick
4201 Cathedral Avenue, N.W., #114E
Washington, D. C. 20016
Telephone: 966-4327



VOLUNTEER OPPORTUNITIES

VOLUNTARY ACTION CENTER

94 M Street, S.W..... 488-2121
Washington, D. C. 20024

Director: Mrs. Bonnie Nerenstone
Hours: 9:00 AM - 5:00 PM, Monday - Friday

Voluntary Action Center is a clearing house for volunteer opportunities.
Their objective is to match your desires with community needs.

CITY HALL COMPLAINT CENTER

District Building, Room 1 347-6017
14th & E Streets, N.W.
Washington, D. C.

Volunteer Coordinator: Mrs. Polly Coreth
Hours: 10:00 AM - 2:00 PM, Monday - Friday
10:00 AM - 1:00 PM, Saturday

Description: The Center **focuses** on problems that citizens may be encountering with city agencies. Specific complaints, covering a spectrum of human problems, are reported to the responsible agencies on a daily basis via messenger pick-up and delivery. Follow-up inquiries are made until the citizen advises the Center that the problem has been resolved.

The Center's telephones are open to the public 5 days a week, Monday through Friday, from 10:00 am to 2:00 pm. Each volunteer is committed to one day a week as a member of a team supervised by Day Captains. It is possible that the Center may be opened on Saturday mornings for call backs which would allow Professional members to work for three hours every other week as their Placement.

Training: Training is "on-the-job" and involves a 2-to-3 week period of listening in on calls, getting acquainted with city agencies and doing call-backs until the volunteer feels competent enough to take incoming calls. Seminars are held periodically with speakers from the various city agencies.

Suggested Background for Volunteers: An interest in community affairs and a desire to help citizens. This placement provides a wonderful introduction to city government.



Volunteer Opportunities, Cont'd

FOLGER SHAKESPEARE LIBRARY

202 Second Street, S.E. LI 6-4800
Washington, D. C. 20003

Volunteer Coordinator: Mrs. Jean Baxter
Hours: 2 to 3 hours, mornings or afternoons

Description: Volunteers serve primarily as docents or tour guides. Scheduled tours are given, usually to groups of senior or junior high school students from District and suburban schools; occasionally tours are given for adults or younger children. The 45-90 minute tours emphasize, as nearly as possible, the experience of being inside a Shakespearean period theatre. In addition to the theatre, students tour the exhibit hall to see displays from the Folger's collection of Elizabethan and English and Continental Renaissance material.

Docents are also involved in a special project working with D.C. public school teachers. These docents research the Folger collection to provide the teachers with materials for use, primarily but not exclusively, in their teaching of Shakespeare. It is felt that the volunteers should serve as docents for at least one year before becoming involved in the school project.

Training: There is a September training program for new docents, given by the Folger staff and volunteers. New docents assist in at least 3 tours given by experienced docents before giving a tour of their own. Docents usually work in pairs. Saturday docents would need to take the weekday training.

GUNSTON HALL

Gunston Hall Plantation(703) 768-3933
Lorton, Virginia

Volunteer Coordinator: Mrs. Louise Stockdale
Hours: Hostess: 1-1/2 to 2 hours during lunchtime
Docent: Usually 10:00 AM - 12:30 PM

Description:

Hostess Program: To assist and relieve paid hostesses during lunch hours. The job includes greeting visitors to the plantation and describing this home of George Mason and his historical significance.

Docent Program: A school program to introduce students to Eighteenth Century life on a plantation (at the fourth grade level).

Training: Concentrated Fall training is given by staff and experienced docents at the end of September (maybe earlier). Monthly meetings for docents (first Monday: 9:30-12PM) include additional training in specialized areas.



Volunteer Opportunities, Cont'd

HEALTH ORGANIZATIONS & HOSPITALS

CHILDREN'S HOSPITAL

2125 - 13th Street, N. W.835-4024

Washington, D. C.

Use volunteers to entertain, read, play games, write letters, etc. to and for the children.

Waiting list of 50. Level off during summer. Need volunteers for sewing, or crafts such as knitting, crocheting, embroidery, etc.

HEBREW HOME

6121 Montrose Road881-0300 ext. 142

Rockville, Maryland

Need volunteers for 30 or 40 different activities--visiting with residents who are lonely, depressed, have no relatives or visitors, etc. Need volunteers for therapy rooms to assist handicapped, help with feedings, play bingo (as therapy) nursery school. Volunteers may pick assignment they wish.

SUBURBAN HOSPITAL

8600 Old Georgetown Road 530-3092

Bethesda, Maryland

Need volunteers as service aides: to make beds, feed patients, write letters and run errands for patients. Also to work in gift and card shop, library, clinic, etc.

AMERICAN RED CROSS

Chapter on 2020 East West Highway.....588-2515

Silver Spring, Maryland

Need volunteers to send out to hospitals which request them. Also in their chapter on East West Highway need them for bloodmobile, to type in office, or train to work switchboard, sew robes or drapes for surgery, etc.

JOHN F. KENNEDY CENTER FOR THE PERFORMING ARTS

2700 F Street, N.W.254-3774

Washington, D. C.

Volunteer Coordinator: Ms Karen Dietz

Hours: 10:00 Am-2:00 PM; 2:00 PM - 6:00 PM

6:00 PM - 9:00 PM, evenings

Volunteers are needed to serve as tour guides and to staff the souvenir stands. Very frequently volunteers are needed to help in the various offices with clerical work. Training is provided by the Center.



Volunteer Opportunities, Cont'd

MUSEUMS

THE NATIONAL GALLERY OF ART

Constitution Avenue at 6th Street, N.W.....RE 7-4215, ext. 273
Washington, D. C.

Volunteer Coordinator: Mrs. Carleen Keating
Hours: Day

Description: Every Docent gives two one-hour tours per week from mid-September to mid-December; and from mid-January to mid-May. Tours are given to school children, grades 2-12, primarily from District schools; public, parochial and independent, as well as from some schools in Anne Arundel and Fairfax Counties and from Alexandria.

Training: Gallery staff lectures (illustrated) are scheduled in September and January (3 days for 2 hours each day). Five training sessions (2 mornings for each grade) for grades 6 through 12 are given. New docents have an orientation meeting in the Fall, plus one hour additional meeting for each grade. Training for special tours (i.e. Color in Painting, Sculpture, Mythology, Renaissance and American) is given throughout the year for second-year Docents. First year Docents only attend demonstrations of these lectures. Docents are certified, if qualified, by the National Gallery staff by the end of the first year.

Requested Background for Volunteers (In order of importance):

1. Ability/experience with primary school age children
2. Speaking and/or teaching experience
3. Interest or background in art or art history

The National Gallery desires as many of these qualifications as possible.

SMITHSONIAN MUSEUM OF HISTORY & TECHNOLOGY

14th & Constitution Ave., N. W.....381-6471
Washington, D. C.

Volunteer Coordinator: Mrs. Joan Madden
Hours: 10:30 - 1:00 PM; 1:30 - 4:00 PM
Saturdays and Sundays

Description: Volunteers are trained to give "highlight" tours of the Museum. Volunteers may be recruited to give tours also in Natural History.

Training: Scheduled for October and February, with 3 consecutive Saturday mornings. Other sessions planned occasionally during the tour year, mid-October to mid-June.

Additional Information: It is the volunteer's responsibility to get in touch with the Coordinator to make an appointment for an interview and to fill in and return an application. Volunteers are expected to give tours every other weekend.



Volunteer Opportunities, Cont'd

NATIONAL CHURCHES

NATIONAL TRUST FOR HISTORIC PRESERVATION

740 - 748 Jackson Place, N.W. 382-3304
Washington, D. C.

WOMEN'S ORGANIZATIONS:

AMERICAN ASSOCIATION OF UNIVERSITY WOMEN

2401 Virginia Avenue, N. W. 785-7700

B'NAI B'RITH WOMEN

1640 Rhode Island Avenue, N. W. EX 3-5284

DAUGHTERS OF THE AMERICAN REVOLUTION

NATIONAL SOCIETY

1776 D Street, N. W. 628-4980

GENERAL FEDERATION OF WOMEN'S CLUBS

1734 N Street, N. W. DI 7-3168

NATIONAL ASSOCIATION OF COLORED

WOMEN'S CLUBS, INC.

5808 16th Street, N.W. 726-2044

NATIONAL FEDERATION OF BUSINESS &

PROFESSIONAL WOMEN'S CLUBS, INC.

2012 Massachusetts Avenue, N.W. 293-1100

WOMEN IN COMMUNITY SERVICE, INC.

1730 Rhode Island Avenue, N.W. 293-1343

WOMEN'S NATIONAL PRESS CLUB

505 National Press Bldg., 529 14th St., N.W. EX 3-3417



Volunteer Opportunities, Cont'd

POLITICAL ORGANIZATIONS

DEMOCRATIC NATIONAL COMMITTEE
OFFICE OF WOMEN'S ACTIVITIES

1625 Massachusetts Avenue, N.W.....797-5900

LEAGUE OF WOMEN VOTERS OF THE UNITED STATES

1730 M Street, N.W.....296-1770

NATIONAL FEDERATION OF REPUBLICAN WOMEN

310 1st Street, S.E.484-6670

REPUBLICAN NATIONAL COMMITTEE - WOMEN'S DIVISION

310 1st Street, S.E.....484-6735

HERO (Help Elect Republican Organizations).....544-4376
(Republican Women's Volunteer Service working
in Congressional offices)

REPUBLICAN WOMEN'S FEDERAL FORUM

310 1st Street, S.E.484-6738

Monthly lectures by Cabinet Members and top
Administration officials. Dues \$15.00 annually.
For information call: 484-6738

WOMEN'S NATIONAL DEMOCRATIC CLUB

1526 New Hampshire Avenue, N.W. AD 2-7363



Volunteer Opportunities, Cont'd

WASHINGTON INTERNATIONAL CENTER

1630 Crescent Place, N.W. 332-1025
Washington, D. C. 20009

Volunteer Coordinator: Sarah L. Shafer
Hours: Day/Evening/Weekend

Description: The purpose of the Washington International Center is to provide a welcome and services for the approximately 5,000 international visitors coming to Washington each year. Most of them are AID or military personnel who come here briefly before going on to another part of the United States for research, training, teaching, etc. The following placements are available:

1. Airport Reception - day and evening
2. Hospitality - day and evening
3. Home Hospitality - day at the Center
4. Reception and Information - day at the Center
5. Capitol Hill Tour - day
6. Functional Living Tour - day
7. Escort Service - evening and weekend
8. Host Family - evening - in one's own home

Training: Training is, in most cases, done on the job. The Center asks that each volunteer undergo a week's session at some time during her first three months of being a volunteer to acquaint her with what the participants are learning during their week in Washington. It is hoped that the volunteer can take this training in a week's consecutive order. It is acceptable, however, to take one-day one week, second day the second week, etc.

Suggested Training for Volunteers: It is helpful, but not mandatory, to have command of another language. It is very necessary for the volunteer to be outgoing, friendly and able to answer, with some finesse, delicate questions asked by foreigners. Also, travel will act as a good agent in common with several of the participants.

THIS (THE HOSPITALITY and INFORMATION SERVICE) - Meridian House
1630 Crescent Place, N. W.....232-3002
Washington, D. C. 20009

A volunteer service for diplomatic residents and families.

INVITATIONAL

JUNIOR LEAGUE OF WASHINGTON
3039 M Street, N. W.....337-2001

For diplomatic residents and families:

"WELCOME TO WASHINGTON"
International Club.....296-7350
1800 K Street, N.W.



DEPARTMENT OF HEALTH EDUCATION AND WELFARE

MRS. CASPAR W. WEINBERGER

D. C. General Hospital, 19th and Massachusetts Avenue, S.E.

Chief of Volunteer Services: B. Spencer
Room 1320, telephone: 626-5625

Volunteer opportunities at D. C. General Hospital include:

Nursing assistance	Housekeeping and supply
Out-patient clinic aides	assistance
Clerical and secretarial aides	Information service
Laboratory aides	Friendly visitation and
Recreation and occupational	social activity service
therapy aides	Magazine delivery service

D. C. General Hospital Bookfinders Service Committee is made up of wives of HEW executives.

- We provide new books for children in the hospital clinics.
- We provide volunteers to read with the children.
- We provide needed furniture and equipment when possible.

Call Jane Weinberger, 543-4728, to offer your services, or
send a donation to our Treasurer: Mrs. Charles Edwards
4803 Newport Avenue
Washington, D. C. 20016

Widening Horizons

- Career orientation for inner city students.

Public Schools of the District of Columbia
Division of Career Development
Presidential Building
415 12th Street, N.W.
Washington, D. C. 20004

Needs volunteers to serve on Board and help with summer trips.

D. C. Council on Clothing for Kids.

There is an annual drive to collect good used clothing for needy children. The participation of the government employees is headed each year by the wife of the Under Secretary of Health, Education, and Welfare.

The clothing is distributed from the Children's Boutique. Help is needed to answer telephones and sort clothing.

The Children's Boutique is open from 9:00 a.m., to 4:30 p.m., every day except Saturdays and Sundays, and the amount of time an individual is willing to serve is strictly up to the volunteer. Anyone interested should contact Mrs. Reid, 232-0700.



VOLUNTEER OPPORTUNITIES

Please use this sheet to make additional suggestions
or comments.

Mail to the Chairman: Margaret Ann Frick
4201 Cathedral Avenue, N.W., #114E
Washington, D. C. 20016
Telephone: 966-4327



HOW TO FIND JOB OPPORTUNITIES

WASHINGTON OPPORTUNITIES FOR WOMEN (WOW)

1111 - 20th Street, N.W.382-3872
1st Floor of Vanguard Bldg
Washington, D. C. 20036

Established to provide counseling service and help place women in appropriate jobs according to their education and interest. Aids women just entering the work force and those who are a little rusty having been away for a while. It is a non-profit organization, run by women for women.

This is a volunteer group working from 10:00 AM to 1:00 PM each day, Monday through Thursday. Call above number to make an appointment.

JOB MARKET, INC.

1816 Jefferson Place, N.W.785-4155
President, Dottie Cook
Specializes in helping women re-enter the labor force

EMPLOYMENT SECURITY OFFICE

6th and C Streets, N. W.393-6151
This office assists in finding jobs. Call for appointment.

GOVERNMENT EMPLOYMENT

Check with the Civil Service Commission regarding federal employment. Usually requires you pass a Civil Service examination. After you do so and get a rating, go to the Employment Security Office.

ITEMS OF INTEREST

"Women in Work," a news service published monthly by the Department of Labor, deals with various aspects of work. Shelley Nopper is the editor of this publication. To be placed on the mailing list to receive "Women in Work" call: 961-2974. There is no charge for this service.

College course:

"Continuing Education for Women" - George Washington University
A course designed for women who wish to re-enter the job field.
Contact Mary Virginia Busby at the University



HOW TO FIND JOB OPPORTUNITIES

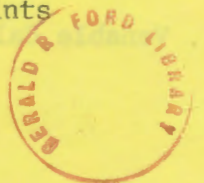
Please use this sheet to make additional suggestions
or comments.

Mail to the Chairman: Margaret Ann Frick
4201 Cathedral Avenue, N.W., #114E
Washington, D. C. 20016
Telephone: 966-4327



ART GALLERIES IN WASHINGTON, D. C.

<u>GALLERY</u>	<u>ADDRESS</u>	<u>TELEPHONE</u>	<u>SPECIALTY</u>
Academe Art Gallery	1750 Pennsylvania Ave., N.W.	298-6710	Contemporary
Adams-Davidson Gallery	3233 P Street, N.W.	965-3800	Early Amer. Oils
Agra Art Gallery	1216 Connecticut Avenue, N.W.	223-1137	Fr. and Am. P.
Artists' Mart	1361 Wisconsin Avenue, N.W.	FE3-5336	Area Artist, P.S.
Bader Franz Inc.	2124 Pennsylvania Ave., N.W.	337-5440	Area Artist, P.S.
Brazilian-American Cultural Institute	4201 Connecticut Ave., N.W.	362-8334	Changing Exhibits of Brazilian Art
CORCORAN GALLERY OF ART Dupont Center	17th St. and New York Ave., N.W. 1503 21st St., N.W.	638-3211 293-1700	Art of U.S., P. Contemporary
DEPT OF INTERIOR Center for Arts of Indian America	7th Floor, Dept. of Interior 18th and C Streets, N.W.	343-4056 343-5016	Indian & Eskimo Art
Dickson Gallery	3237 P Street, N.W.	FE8-2676	Contemporary, P.
EB Washington Art Galleries	3220 Georgia Ave., N.W.	RA6-5106	
El Greco Art Gallery	1717 Connecticut Avenue, N.W.	667-6624	American and Greek artists, P.
Fantasy Gallery	1365 Connecticut Ave., N.W.	DE2-4272	W.
FREER GALLERY OF ART	12th St., & Jefferson Dr., S.W.	628-1810	Oriental Art (Near & Far East)
French Shop, Inc.	1631 Wisconsin Avenue, N.W.	387-2337	French Impressionist, P. and S.
Georgetown Art Gallery of Western Pharmacy	1665 35th Street, N.W.	FE7-4100	Area artists
Georgetown Graphics, Inc.	3209 O Street, N. W.	333-6308	Prints



Art Galleries in Washington, D.C., Cont'd

<u>GALLERY</u>	<u>ADDRESS</u>	<u>TELEPHONE</u>	<u>SPECIALTY</u>
George Washington Univ. Art Gallery	21st and H Streets, N.W. (Lower Level, Lisner Auditorium)	676-7091	Call - different show each month
Henri Gallery	1500 21st Street, N.W.	659-9313	Very Contemporary P.S.
Jefferson Place Gallery of Contemporary Art	2144 P Street, N.W.	293-1655	P.
LIBRARY OF CONGRESS	1st & Independence Ave., S.E.	783-0400 723-2211	Periodic exhibits of Pr. Photo-graphs, cartoons
Mickelson's Inc.	709 G Street, N. W.	NA8-1734	P.,S.,Traditional
MUSEUM OF AFRICAN ART	316 A Street, N.E.	547-7424	African Art,P.S.
NATIONAL COLLECTION OF FINE ARTS	8th & G Streets, N.W.	628-1810	P.,Pr.,S.,W. American Art
NATIONAL GALLERY OF ART	Constitution Ave at 6th, N.W.	RE7-4215	Gen'l.,P.,(French Impressionists)
PAN AMERICAN UNION	Constitution Ave at 17th, N.W.	EX3-8450	Latin American Contemporary
PHILLIPS COLLECTION	1612 21st Street, N.W.	DU7-2151	Modern Art, European & Amer.
Smith Mason Gallery of Art	1207 Rhode Island Ave.,N.W.	462-6323	P.,W., Graphics (changes ea.6 wks)
Spectrum Gallery	3033 M Street, N.W.	333-0954	Artist's Cooperative
Studio Gallery	1735 Connecticut Ave., N.W.	265-1165	
TEXTILE MUSEUM	2320 S Street, N.W.	NO7-0442	
Specialty:	Non-European Hand-woven textiles, Oriental and Egyptian rugs, Peruvian textiles.		
Veerhoff Galleries	1512 Connecticut Ave., N.W.	DU7-2322	P., Pr., Old Maps
Venable Galleries	1633 Connecticut Ave.,N.W.	462-1800	P., Pr., Restoring

Art Galleries in Washington, D. C., Cont'd

<u>GALLERY</u>	<u>ADDRESS</u>	<u>TELEPHONE</u>	<u>SPECIALTY</u>
Washington Gallery of Art	3005 M Street, N. W.	337-1615	
WASHINGTON GALLERY OF MODERN ART	1503 21st Street, N.W.	293-1700	S., P., Gen'l Art
Watkins Art Gallery	Massachusetts and Nebraska Avenues, N. W.	244-6800	American University

Courtesy of:
The Hospitality & Information Service
(THIS)



GOURMET GROCERS
In The
METROPOLITAN WASHINGTON AREA

N A T I O N A L I T Y S H O P S

FRENCH

AVIGNONE FRERES

1777 Columbia Road, N.W.
265-0332

7 days a week, 8:30 am - 7:00 pm

French pastry, panettone,
candled fruits and confections;
catering.

CHARCUTERIE DE PARIS

5123 Lee Highway, Arlington, Va.
536-5709

Wed. thru Sat., 10:30 am - 6:30 pm

French Market - delicatessen.

Genuine French food prepared by
owner's wife; specialties include pates,
hor d'oeuvres, French cheeses, fresh
mussels.

FRENCH MARKET

1632 Wisconsin Avenue, N.W.
338-4828

Mon. thru Sat. (except Wed.)

8:30 am - 6:00 pm

Wednesday, 8:30 am - 1:30 pm

European cuts of meat, fresh
vegetables, imported cheese, breads,
unusual canned items, pastries, pates,
terrines, sausages; wines.

GOURMETISSERIE

1624 Wisconsin Avenue, N.W.
338-1531

Tues. thru Sat., 12:00 noon - 5:00 pm

Restaurant open for lunch;

Tues. thru Fri., 12:00 noon - 2:30 pm,

Saturday, 12:00 noon - 3:30 pm

GREEK

ACROPOLIS FOOD MARKET

1206 Underwood Street, N.W.
829-1414

Mon. thru Sat., 9:00 am - 7:00 pm;

Sunday 9:00 am - 3:00 pm

Greek and Mediterranean - feta
cheese, olive oils, strudel dough,
Calameta olives, Syrian breads, burgol,
hoummos, tahini, bitter yogurt, spices;
wines.

THOMAS MARKET

2650 University Boulevard West
Wheaton, Md.

942-0839

Tuesday thru Friday, 10:00 am - 7:00 pm,
Saturday, 10:00 am - 6:00 pm

Greek - homemade baklava, Syrian
bread, strudel dough; imported foods.

SKENDERIS GREEK IMPORTS

1612 20th Street, N.W.
(facing Connecticut Avenue)

265-9664

Monday thru Saturday, 10:30 am - 8:00 pm;

Sunday, 12:00 noon - 5:00 pm

Greek - filo dough, Greek beers and
wines, olives, oils, feta cheese,
Haloumi cheese.



GOURMET GROCERS, Cont'd

ITALIAN

LUCIA'S DELICATESSEN

2409 University Boulevard West
Wheaton, Md.
946-0100

Monday through Saturday, 9:00 am -
7:00 pm ; Friday, 9:00 am - 9:00 pm;
Sunday, 9:00 am - 6:00 pm
Italian canned goods, homemade pasta

MANCUSO'S FOOD

2208 Rhode Island Ave, N.W.
529-6225
Wednesday and Sunday, 9:00 am -
2:00 pm; All other days, 9:00 am -
5:00 pm
Italian - large selection.

MANGIALARDO & SONS

1317 Pennsylvania Avenue, S.E.
543-6213
Monday thru Saturday, 9:00 am - 3:30 pm
Italian - large selection.

MARCHONE'S ITALIAN DELICATESSEN

11224 Triangle Lane, Wheaton, Md.
949-4150
Monday, Tuesday, Wednesday, Saturday,
9:00 am - 7:00 pm; Thursday, Friday,
9:00 am - 9:00 pm; Sunday, 10:00 am - 2:00 pm
Imported cheeses, meats, many varieties
of pasta.

QUALITY MEATS COMPANY

6011 Leesburg Pike, Falls Church, Va.
820-6262
Monday thru Wednesday, 9:00 am - 6:00 pm;
Thursday thru Saturday, 9:00 am - 6:30 pm
Italian - continental cuts of veal,
imported canned goods, Italian cheese.

PAN-ASIAN

ASIAN FOOD STORE

1800 Connecticut Avenue, N.W.
234-2829
Monday thru Saturday, 9:00 am - 6:30 pm
Indian and Pakistani - variety of
spices and meats.

HOUSE OF HANNA

7838 Eastern Avenue, N.W.
726-3777
Tuesday thru Saturday, 10:00 am - 6:30 pm
Sunday, 10:00 am - 5:00 pm
All Japanese and Chinese food,
with some Korean and Philippine food.

THE INDIAN SUPER BAZAR

4707 Miller Avenue, Bethesda, Md.
652-1919
3735 Rhode Island Ave, Mt Rainier, Md.
927-2224
Both locations have the same hours:
Tuesday thru Saturday, 12:00 noon-7:00 pm
Sunday, 12:00 noon - 5:00 pm
Exotic vegetables, Indian condiments

KOREA HOUSE

2700 North Pershing Drive, Arlington, Va.
522-3600
Monday thru Friday, 9:00 am - 7:00 pm
Saturday & Sunday, 9:00 am - 6:00 pm
Large variety of canned, dried,
packaged, fresh and frozen products.

MEE WAH LUNG COMPANY

608 H Street, N. W.
737-0968
Every day, 9:00 am - 7:00 pm
Chinese - large selection

MIKADO GROCERY

4709 Wisconsin Avenue, N.W.
362-7700
Tuesday thru Saturday, 9:30 am - 7:00 pm
Sunday 11:00 am - 6:00 pm
Japanese - fish, beek aka miso.

NEW CHINA RICE COMPANY

709 H Street, N.W.
737-4139
Every day, 9:00 am - 5:00 pm
Chinese foods.

SUEY SANG LUNG COMPANY

604 H Street, N.W.
638-6816
Monday thru Saturday, 10:00 am - 7:00 pm
Sunday, 10:00 am - 6:00 pm
Chinese foods.

GOURMET GROCERS, Cont'd

SUN KWONG HING and COMPANY, INC.

750 6th Street, N.W.

783-5856

Every day, 9:00 am - 8:00 pm

Chinese and Asiatic foods.

SPANISH

CASA LEBRATO

1731 Columbia Road, N.W.

234-0099

Monday thru Saturday, 7:30 am - 9:00 pm

Sunday, 8:00 am - 1:00 pm

Spanish products.

EL PROGRESO

3158 Mount Pleasant Street, N.W.

462-1151

Monday thru Saturday, 10:00 am - 7:00 pm

Sunday, 12:00 noon - 4:00 pm

Spanish supermarket - Large selection
of Latin American foods.

PAN-AMERICANA MARKET

8642 Flower Ave, Takoma Park, Md.

585-6145

Monday thru Saturday, 8:00 am - 8:00 pm

Sunday, 8:00 am - 1:00 pm

Spanish products.

PENA'S SPANISH STORE

1636 17th Street, N.W.

462-2222

Monday, 9:00 am - 1:00 pm; Tuesday

thru Saturday, 9:00 am - 7:00 pm;

Sunday, 10:00 am - 5:00 pm

Mexican, Spanish, Indian, West Indian,
African, Pakistani - flours, oils, beans,
nuts, spices, fruits, teas.

SPECIALTY SHOPS

BAKERIES

CATANIA BAKERY

1404 North Capitol Street, N.W.

332-5135

Monday thru Saturday, 7:00 am - 7:00 pm

Italian breads without shortening,
pastries.

POSIN'S (see Delicatessens)

SWEDISH PASTRY SHOP

5409 Georgia Avenue, N.W.

723-3191

Monday thru Saturday, 8:00 am - 11:00 pm;

Sunday, 9:00 am - 8:00 pm

"Limpa" (Swedish rye) and other
Scandinavian breads.

CHEESE SHOPS

PAUL MUIR

3206 Grace Street, N.W.

(Between K and M Streets, next to Canal)

337-8737

Monday thru Saturday, 7:30 am - 5:00 pm

Cheese and dairy products.

WINE AND CHEESE SHOP

1413 Wisconsin Avenue, N.W.

333-8822

Monday thru Saturday, 10:00 am - 7:00 pm

Cheeses as well as German and French
bread, imported wafers; wine.

COFFEE, HERB and SPICE SHOPS

GEORGETOWN COFFEE HOUSE

1330 Wisconsin Avenue, N.W.

338-2366

Monday thru Saturday, 9:00 am - 6:00 pm

(except Thursday); Thurs., 9:00 am-9:00 pm

Sunday, 10:00 am - 4:00 pm.

Coffee ground to order, tea, spices,
French bread, bagels - fresh daily.

WASHINGTON NATIONAL CATHEDRAL HERB SHOP

On Cathedral grounds - Massachusetts

and Cathedral Avenues, N. W.

966-3500, ext. 212

Monday thru Saturday, 9:30 am - 5:00 pm

Fresh herbs (cooking), herb cookbooks,
pottery, gift items, kitchen gadgets,
sachets and scents, herb vinegars and
jellies.



DELICATESSENS

ANNAPOLIS DELICATESSEN

814 11th Street, N.W.
347-5732

Monday thru Saturday, 9:00 am - 6:00 pm
Mainly German; Scandinavian, Middle European and Dutch foods - canned and barrel fish, breads, cheeses, German sausages.

COLUMBIA DELICATESSEN

1772 Columbia Road, N.W.
483-7776

Monday thru Saturday, 8:30 am - 7:30 pm;
Sunday, 9:00 am - 4:30 pm
Italian and Spanish - Italian breads

INTER-CONTINENTAL IMPORTS

9410 Georgia Ave., Silver Spring, Md.
589-0333

Monday thru Wednesday, 10:00 am - 7:00 pm;
Thursday thru Saturday, 10:00 am - 8:00 pm.
West Indian - exotic fruit and vegetables, hot meat patties, plantain tarts, banana fritters; catering.

POSIN'S

5756 Georgia Avenue, N.W.
726-4424

Monday thru Saturday, 10:00 am - 10:00 pm;
Sunday, 8:00 am - 8:00 pm.
Kosher delicatessen, fresh kosher meats and poultry, and a complete line of fresh baked goods are offered. All baking done on the premises and special orders, can be met on Sunday if placed in advance. Will also prepare buffet platters for any number of guests.

WHAT IN THE WORLD

5441 MacArthur Boulevard, N.W.
362-6500

Monday thru Saturday, 10:00 am - 7:00 pm;
Sunday, 11:00 am - 5:00 pm
Delicatessen - imported foods, international sandwiches, European cuts of meat, foods featuring a different country each month.

F I S H

CANNON'S SEAFOOD

1065 31st Street, N. W.
337-8366

Monday thru Thursday, 7:30 am - 6:00 pm;
Friday, 7:30 am - 7:00 pm
Saturday, 8:00 am - 5:30 pm
Fresh fish and shell fish; will deliver anything over \$10.00.

GRAY BROTHERS

3306 Georgia Avenue, N.W.
882-9741

Monday thru Sunday, 8:00 am - 7:00 pm.
Fresh fish, vegetables, poultry and meats.

FRESH FRUITS and VEGETABLE SHOPS

FRUIT BASKET

1431 F Street, N.W.
393-2176

Monday thru Friday, 8:00 am - 5:30 pm
Exotic fruits, vegetables, fruit baskets.

HUDSON BROTHERS GREENGROCERS

3206 Grace Street, N. W.
(Between K and M Sts., N.W., next to Canal)
337-8585

Monday, 7:30 am - 1:00 pm;
Tuesday thru Saturday, 7:30 am - 5:00 pm
Fruits and vegetables, fresh herbs and spices.

MEAT and GAME SHOPS

CHAPARRAL MEAT MARKET

1737 Wilson Blvd., Arlington, Va.
Tuesday thru Friday, 9:00 am - 8:00 pm;
Saturday, 9:00 am - 6:00 pm
Phone: 527-3388

Large selection of meats, Australian, New Zealand and Venezuelan imports.

FOOD MART

3075 M Street, N.W.

333-3466

Monday thru Saturday, 10:30 am - 7:00 pm;

Sunday, 10:00 am - 6:00 pm.

To order: fresh game and exotic meats,
imported canned goods and cheeses.

GLOVER PARK MARKET

2411 37th Street, N.W.

333-4030

Monday thru Saturday (except

Wednesday), 8:00 am - 6:00 pm;

Wednesday, 8:00 am - 12:00 noon.

To order: quail, squab, duck,
French pate de fois gras, partridge,
complete line of domestic and imported
foods.

GENERAL MARKETS

CHARLES OF CAPITOL HILL

3230 Wisconsin Avenue, N.W.

362-7466

Monday thru Saturday, 8:00 am - 7:00 pm

Meats, poultry, canned foods,
fruits, vegetables.

D. C. FARMERS MARKET

1309 5th Street, N.E.

547-3142

Tuesday, Wednesday, Thursday,

7:30 am - 6:30 pm;

Friday, Saturday, 7:00 am - 8:00 pm;

Sunday, 7:00 am - 3:00 pm

Country cured meats, poultry,
eggs, fresh produce.

FOOD FESTIVAL - TYSON'S CORNER

Tyson's Corner Shopping Center

McLean, Virginia

893-1660

Monday thru Saturday, 10:00 am - 9:30 pm

Foodstuffs from around the world, meats,
cheese; wines

GIANT SUPERMARKET - WESTWOOD SHOPPING
CENTER

5400 Westbard Avenue, Bethesda, Md.

341-4100

Monday thru Saturday, 9:00 am - 10:00 pm

Gourmet section of store with
international delicacies, bakery,
catering service, specialty meals,
cheeses, etc. (Smaller gourmet
sections can be found at most Giant
Supermarkets.)

GROSVENOR HOUSE OF FINE FOODS

10401 Grosvenor Place, Rockville, Md.

493-6217

Monday thru Saturday, 9:00 am - 8:00 pm.

Wines, imported cheeses, fresh cut
meats, groceries.

LARIMER'S MARKET

1727 Connecticut Avenue, N.W.

332-3366

Monday thru Saturday, 9:00 am - 6:30 pm

Fresh French bread daily, imported
canned goods and cheeses, prosciutto,
corn beef, ham, fresh fruits in season.

MAGRUDER'S, INC.

5626 Connecticut Avenue, N.W.

244-7800

Monday thru Friday, 9:00 am - 6:30 pm;

Saturday, 9:00 am - 6:00 pm

180 Maple Avenue, Vienna, Va.

938-4700

Monday thru Saturday, 9:00 am - 7:00 pm

Imported canned goods and cheeses,
quality produce; Connecticut Avenue
store also has wines and liquor.

MONTGOMERY COUNTY FARM WOMEN'S
COOPERATIVE MARKET

7155 Wisconsin Avenue, Bethesda, Md.

652-2291

Wednesday and Saturday, 7:00 am -
approximately 4:00 pm

Fresh produce - fruits and
vegetables, chickens, some beef and
pork, fresh breads, pies, pastries.



NEAM'S MARKET, INC.

3217 P Street, N.W.

338-4694

Monday thru Saturday, 8:00 am - 6:00 pm

Prime meats, imported groceries,
cheeses, prosciutto.

SAFEWAY INTERNATIONAL

1110 F Street, N.W.

628-1880

Monday, Tuesday, Wednesday & Saturday,
10:00 am - 7:00 pm

Thursday and Friday, 10:00 am - 9:00 pm

5,000 different foodstuffs from 50
countries - European cuts of meat,
imported breads and cheeses.

ADDENDUM TO GOURMET GROCERS LIST

Spanish Stores

D I S T R I C T O F C O L U M B I A

AMERICANA

1824 Columbia Road, N. W.
Washington, D. C.
265-7455

Monday thru Saturday, 8:00 am - 7:00 pm
Sunday, 8:00 am - 1:00 pm

One of the smaller groceries, it stocks a good selection of canned seafoods and fresh cheeses, along with the typical fresh, canned and frozen products.

CASA DILONE

3161 Mount Pleasant Street, N. W.
Washington, D. C.
483-8346

Every day, 10:00 am - 7:00 pm

Caribbean specialties - Jamaican hard dough bread, canned juices from Puerto Rico. Argentine pumpkins and tiny sweet potatoes in syrup are also rarities.

LA CENTRAL

2503 Champlain Street, N.W.
Washington, D. C.
667-9393

Monday thru Saturday, 9:00 am - 8:00 pm;
Sunday, 9:00 am - 6:00 pm

Cuban - empanadas, casadilla, panatela. Bags of dried peppers, sacks of rice and benas, pinatas, etc.

SANTA ANITA

7510 Georgia Avenue, N.W.
Washington, D. C.
882-4555

Monday, 10:00 am - 7:00 pm;
Tuesday, 7:00 am - 7:00 pm;
Wednesday and Thursday, 8:00 am - 7:30 pm;
Friday and Saturday, 7:00 am - 8:00 pm;
Sunday, 8:30 am - 2:00 pm

El Salvadorean grocery

CHURRERIA MADRID

2505 Champlain Street, N.W.
Washington, D. C.
483-4441

Tuesday thru Sunday, 8:30 am - 8:00 pm
Luncheonette and store: cocido madrilenos, empanadas, tortilla.



Addendum to Gourmet Grocers List, Cont'd

M A R Y L A N D

COMMERCIAL FOOD CENTER

8200 Piney Branch Road
Silver Spring, Maryland
565-0040

Monday thru Saturday, 9:00 am - 8:00 pm;
Sunday, 9:00 am - 2:00 pm

Spacious modern supermarket with extensive stock. Seven brands of chorizo, frozen fish, including eels, squid, sardines, etc.

SILVER SPRING MARKET

1525 University Boulevard, East
Langley Park, Maryland
439-8033

Monday thru Wednesday, 9:00 am - 8:00 pm;
Thursday thru Saturday 9:00 am - 9:00 pm;
Sunday, 10:00 am - 4:00 pm

Cuban style market: clothing, jewelry, religious items, along with a large selection of food. Carry-out counter as well.

LA CASTELLANA BAKERY

8204 Piney Branch Road
Silver Spring, Maryland
589-7228

Every day, 7:30 am - 7:00 pm

The only Latin bakery in the Washington area; capuchinos, tocinillos de cielo, a variety of breads.

V I R G I N I A

ARLINGTON BODEGA

6017 Wilson Boulevard
Arlington, Virginia
532-6849

Monday thru Saturday, 9:00 am - 9:00 pm;
Sunday, 9:00 am - 2:00 pm

Cuban marketplace atmosphere, bags of rice, boxes of produce, and pots to cook it in.

COLUMBIA PIKE GROCERY

922 South Walter Reed Drive
Arlington, Virginia
521-4626

Monday thru Wednesday, 9:00 am - 7:00 pm;
Thursday thru Saturday, 9:00 am - 9:00 pm;
occasional Sundays.

Wide-ranging stock, sandwiches, homemade flan, and fruits, flours and chocolates from Colombia.

LATIN MARKET

134 South Wayne Street
Arlington, Virginia
979-6455

Monday thru Saturday, 10:00 am - 8:00 pm;
Sunday, 10:00 am - 5:00 pm.

Mexican specialties. Also frozen coconut milk and smoked sardines packed with banana leaves from the Philippines.

Courtesy of:
The Hospitality & Information Service
(THIS)

INFORMATION ON SITTERS, DOMESTIC HELP & MEDICAL CARE

We suggest that the best recommendations for sitters and domestic help will be your new friends. Churches and schools often know reliable people in the community, and neighborhood young people are frequently available to sit.

The following list offers information on licensed professional agencies for sitters, domestic help and nurses, as well as procedures for contacting university students for part-time work in the home.

SITTERS

PROFESSIONAL AGENCIES: (licensed, health and character references)

Child Care Agency

Woodward Building
15th & H Streets, N.W.
Washington, D. C. 20005
783-8573

\$6.00 minimum for first 4 hours, plus transportation.
\$1.50 for each additional hour plus cab fare home in the evenings. \$21.00 for 24-hour care for 1 child; \$1.00 for 24-hour care for each additional child.

Family and Nursing Care Inc.

1005 Bonifant Street
Silver Spring, Maryland 20910
588-5848 or 588-9448 - Answering Service (Answering Service will take your name and number, and will have someone call you back.)

(Serves Prince George's and Montgomery Counties in Maryland, and some areas of Washington, D. C.)
\$1.50 per hour with a 4-hour minimum, up to three children. \$20.00 for one child in live-in service, \$2.00 for each additional child.

Nurse's aid for convalescent or elderly:
\$2.50 per hour for 6-hour minimum.
\$35.00 for live-in, plus \$1.00 for transportation.

CHILDREN MAY BE LEFT BY THE HOUR:

Tumble Inn (Two year olds and up)
10313 Georgia Avenue
Silver Spring, Md.
593-2225

7:00 a.m. to 6:00 p.m. Mondays through Saturdays:
\$.75 per hour for one child; cost varies for each additional child (approximately \$.40 per hour, \$1.20 for two, \$1.65 for three, etc.)
6:00 p.m. to 12:00 a.m. Mondays through Saturdays:
\$1.00 per hour for one child; \$.35 per hour for each additional child. (\$1.85 for three children.)
Not open on Sundays
Lunch \$.50 per child; dinner \$.75 per child

UNIVERSITY STUDENT SITTERS (Male and Female)

Language Students Sometimes Available

American University
The Placement Center
686-2067 Extension 256

\$.75 per hour minimum, with individual arrangements to be made for the number of hours and children.
Part-time and full-time care. Live-in, in exchange for room and board. Parents must register and fill out a form at the University. They must also provide transportation for students after midnight. Pay, transportation, and other details, according to individual sitter.



Georgetown University
Placement Office
965-0100 or 625-4071

Evenings: \$1.00 per hour (minimum fee) plus transportation. Days: above \$1.00 per hour plus transportation. Pay, transportation and other details according to individual sitter.
Parents must provide transportation for girl students after midnight. If sitter is from a dormitory, follow details below.

Georgetown University Girls'
Dormitory Baby Sitting Service
965-3500

Application form will be sent to parents to be filled out and returned with a small application fee.
Sitters available days, evenings, weekends.
Approximately \$1.00 per hour plus transportation.
(A fixed fee is decided upon by the Dormitory Baby Sitting Service each Fall, along with any other special requirements.)

George Washington University
Student Placement Office
676-6495

Names and telephone numbers of students interested in sitting available on request. Details of pay, transportation and hours according to individual sitter.

Trinity College
Placement Office
269-2291

Information on rates, etc. available at the Placement Office in the Fall. Some international students are sitters.

SITTERS, DOMESTIC HELP AND MEDICAL CARE

Home and Family Services
1025 Vermont Avenue, N.W.
Room 602
Washington, D. C. 20005
737-0010

Sitters: \$3.50 per hour plus transportation, minimum of 4 hours.

Maids and Cooks: \$3.50 per hour minimum 4-hour day and transportation costs.

Medical Workers:

\$4.25 per hour for practical nurse (PN)

\$5.25 per hour for licensed practical nurse (LPN)

\$6.25 per hour for registered nurse (RN)

Nurse's Aid: \$3.85 per hour

Homemakers International Co.
1346 Connecticut Ave., N.W.
Suite 432
Washington, D. C. 20036
638-6874

Homemakers is a subsidiary of the Upjohn Company and provides Nurses and Health Care, Live-in Companions, Housekeepers, Visiting Housemothers and Maids and Cooks.

\$3.85 per hour for practical nurse (6 hour min.)

\$5.45 per hour for licensed practical nurse (LPN)
(6 hour minimum)

\$6.45 per hour for registered nurse (RN)
(6 hour minimum)

Housekeepers: \$3.50 per hour at a 7-hour minimum, daily service. Live-ins on individual basis. Call or write for further information.



NURSING SERVICES

Capital Nurse Registry -----723-2600
Cross-Line Nurses Registry-----362-3240
Home & Family Services -----737-0010
Nurses Registry-----726-6706
Silver Spring Nurse Registry -----622-1400

AREA EMERGENCY ASSISTANCE

FISH (For Immediate Sympathetic Help)

423-3200 (S.E. Washington area)
273-0505 (Annandale, Fairfax, Va. areas)
522-8600 (N. Arlington, Va. area)
656-3424 (Potomac, Md. area)
762-6277 (Rockville, Md. area)

You will receive an operator when you call, a volunteer will then return your call.
In the manner of neighbor assisting neighbor, a 24-hour effort is made to have help available for emergency transportation, food, clothing and child care. Also, it is a referral service for family and individual problems.

HELP

434-4737 (Beltsville, Md. area)
652-1313 (Bethesda, Md. area)
498-7652 (Laurel, Md. area)
559-5333 (Prince George's County, Md.)
585-4357 (Silver Spring, Md. area)

In addition to the description above, this organization also attempts to assist directly with emergency meal preparation, child care and minor repairs.



THEATRES

AMERICAN THEATRE
429 L'Enfant Plaza Center, S. W.
Washington, D. C.
488-3304

ARENA STAGE
6th & M Streets, S. W.
Washington, D. C. 20024
638-6700

FOLGER THEATRE GROUP
201 East Capitol Street
546-1222

FORD'S THEATRE
511 Tenth Street, N. W.
347-6260

HARTKE THEATRE
CATHOLIC UNIVERSITY
Washington, D. C. 20017
529-3333

JOHN F. KENNEDY CENTER
Concert Hall - 254-3090
Eisenhower Theatre - 254-3080
Opera House - 254-3050
American Film Institute - 785-4600

THE NATIONAL
1321 E Street, N. W.
628-3393

WASHINGTON THEATRE CLUB
23rd and L Streets, N. W.
466-8860

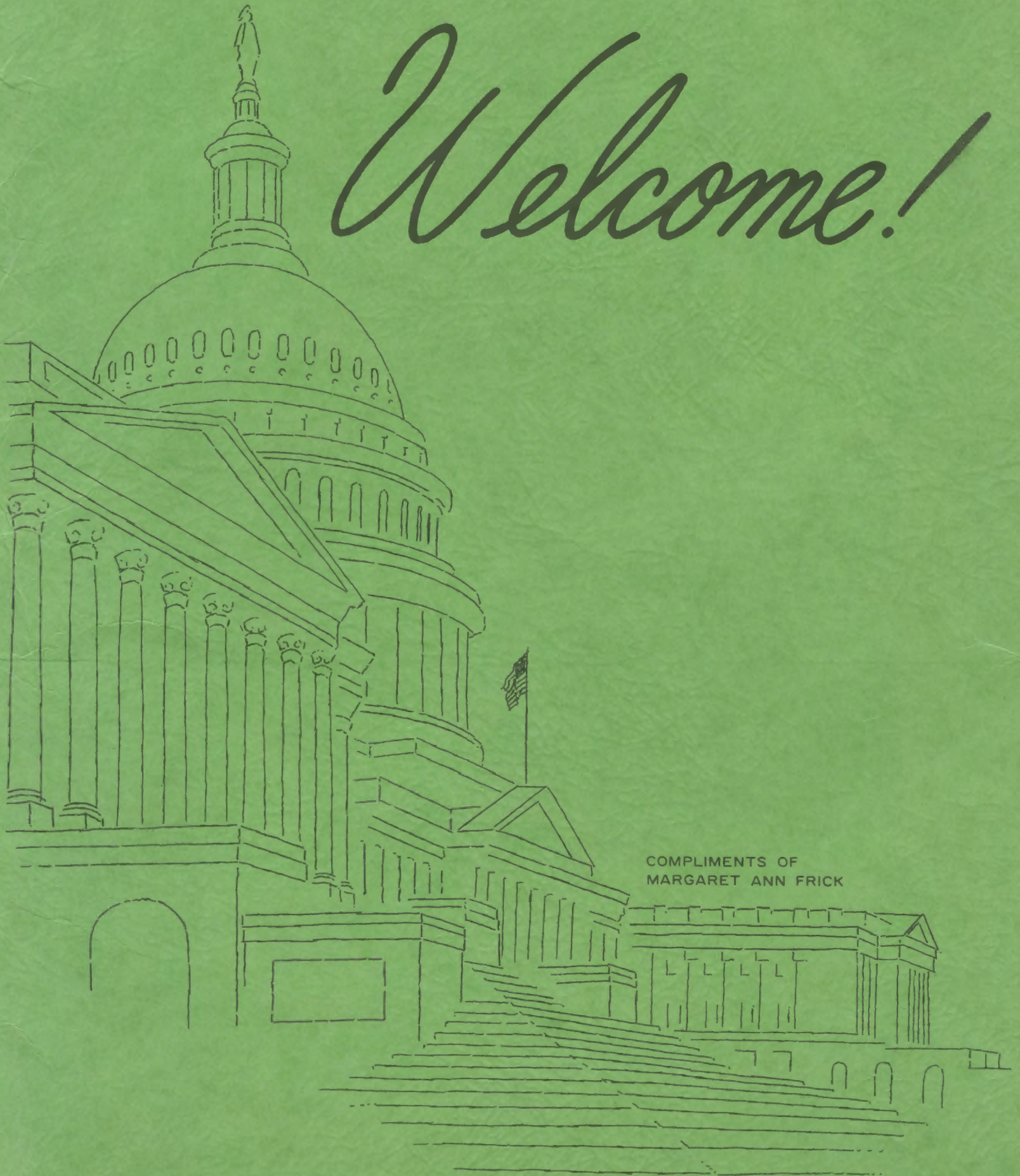
OUT OF TOWN THEATRES

MERRIWEATHER POST PAVILLION
Columbia, Maryland

WOLF TRAP FARM PARK
Mail Orders: 1624 Trap Rd, Vienna, Va. 22180
Box office: 938-3800
Season opens June 17th through September 9th



Welcome!



COMPLIMENTS OF
MARGARET ANN FRICK