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## **ROLAND L. ELLIOTT FILES, 1974-77**

### **Collection Type**

White House Office Files

### **Extent**

17.8 linear feet (ca. 35,600 pages)

### **Record Type**

Textual

### **Access**

Researchers should consult with an archivist prior to their visit in order to request that specific folders be added to the Library's review-for-access queue. Even after the completion of this review some items may be temporarily restricted under terms of the donor's deed of gift, a copy of which is available on request, or under National Archives and Records Administration general restrictions (36 CFR 1256).

## **Copyright**

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## **Processed by**

Andrew S. Hunt, April 2007

## **Biography**

Roland L. Elliott

1937 - Born in Bremerton, WA

1937-1955? - Reared in Fresno, CA

1950s? - U.S. Army service

1960s? - Degree, UCLA

? - 1971 - Director of Alumni Relations, UCLA

1971-74 - Special Assistant to President Nixon

1974-77 - Special Assistant to President Ford

1979 - Died of amyotrophic lateral sclerosis (Lou Gehrig's disease) in Florence, MA

### **Scope and Content Note**

Roland L. Elliott became a special assistant to President Nixon and director of the Correspondence Office in 1971. He continued those duties through the end of the Ford Administration. As director of the Correspondence Office, he supervised the flow of mail to and from the White House, including presidential correspondence. One exception was correspondence between President Ford and his friends and family, which was handled by Personal Assistant to the President Mildred Leonard.

This collection documents Mr. Elliot's work during the Ford administration. Although many of the materials relate to routine administrative tasks of the Correspondence Office, of particular importance is a survey of the week-to-week concerns of ordinary citizens tallied in regular reports counting the volume of mail by subject.

Two series consist of chronological files of all of the letters sent out by the Correspondence Office over the signature of either President Ford or Elliott, on behalf of the President. Another series contains thank you letters related to trips of President or Mrs. Ford and White House social events.

Also included are copies of form letters and cards that were mailed out to the public relating to a wide variety of topics, from the Nixon Pardon to the Equal Rights Amendment to Mrs. Ford's dessert recipes; presidential cards related to Christmas, birthdays, weddings, and other acknowledgements; and photographs and publications used as attachments to responses.

#### **Related Materials (April 2007)**

The White House Central Files Subject Files contains both incoming and outgoing correspondence, arranged by subject. The White House Central Files Name File provides name access to this correspondence.

**Last Modified Date**

2025-03-28

**General Subject File, 1974-77.**

(Boxes 1-9, 3.6 linear feet)

Memoranda written by Elliott and his deputy Anne Higgins, mail analyses (count and subject breakdown of mail received in a given period), and form letters. Included are Bicentennial form letters and speech packets, form letters related to the 1972 Olympic Games, resignation letters, condolence letters, White House Correspondence Manual, and Christmas listings with names and addresses.

Arranged alphabetically by subject. NOTE: Researchers should consult with an archivist prior to their visit in order to request that specific folders be added to the Library's review-for-access queue.

**Box 1 - General Subject File**

<b>Status</b>	<b>Title</b>
OPEN	Bicentennial Messages and Speeches
OPEN	Bocek, Margaret A. - Letters - October 2-15, 1975
OPEN	Christmas Listing, 1974 (1)-(2)
OPEN	Christmas Listings, 1975 (1)-(2)
OPEN	Christmas Listing, 1976
OPEN	Condolence Letters, 1974-1975 (1)-(2)

**Box 2 - General Subject File**

<b>Status</b>	<b>Title</b>
OPEN	Form Letters (1)-(2)
OPEN	Form Letters - Elliott (1)-(4)
OPEN	Form Letters - Elliott (5)
OPEN	Form Letters - Letters to Groups and Organizations

**Box 3 - General Subject File**

<b>Status</b>	<b>Title</b>
OPEN	Form Letters - President and Elliott (1)-(5)
OPEN	Key to Groupings and Set-Up of Letters (1)

**Box 4 - General Subject File**

<b>Status</b>	<b>Title</b>
OPEN	Key to Groupings and Set-Up of Letters (2)-(3)

#### **Box 5 - General Subject File**

<b>Status</b>	<b>Title</b>
OPEN	Johnny Horizon
OPEN	Membership - Micellaneous (1)-(2)
OPEN	Memberships - Pending (Memos to Barry Roth)
OPEN	Memberships - President
OPEN	Membership Turndowns (1)-(4)

#### **Box 6 - General Subject File**

<b>Status</b>	<b>Title</b>
OPEN	Memoranda (1)-(12)

#### **Box 7 - General Subject File**

<b>Status</b>	<b>Title</b>
OPEN	Olympics - United States, 1972
OPEN	Pat Strunk's Pending Correspondence (1)-(8)

#### **Box 8 - General Subject File**

<b>Status</b>	<b>Title</b>
OPEN	Perusso, Edith M. - Letters
OPEN	Perusso, Edith M. - Letters for Elliott (1)-(2)
OPEN	Report - Foreign Policy, 1972-1974 (1)-(3)
OPEN	Resignation Letters (1)-(8)

#### **Box 9 - General Subject File**

<b>Status</b>	<b>Title</b>
OPEN / DIGITIZED	<a href="#"><u>White House Correspondence Manual (1)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Correspondence Manual (2)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (1)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (2)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (3)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (4)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (5)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (6)</u></a>

<b>Status</b>	<b>Title</b>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (7)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (8)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (9)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (10)</u></a>
OPEN / DIGITIZED	<a href="#"><u>White House Mail and Comment Tallies (11)</u></a>

### **Presidential Letters, 1974-77.**

(Boxes 10-16, 4.0 linear feet)

Carbon copies of letters written by the Correspondence Office for President Ford's signature responding to public mail on a variety of subjects. Most are based on form letters with some additional details added to personalize the letter.

Arranged chronologically. NOTE: Researchers should consult with an archivist prior to their visit in order to request that specific folders be added to the Library's review-for-access queue.

#### **Box 10 - Presidential Letters**

<b>Status</b>	<b>Title</b>
OPEN	August 12, 1974 - October 22, 1974

#### **Box 11 - Presidential Letters**

<b>Status</b>	<b>Title</b>
OPEN	October 23, 1974 - December 22, 1974

#### **Box 12 - Presidential Letters**

<b>Status</b>	<b>Title</b>
OPEN	January 1, 1975 - March 31, 1975

#### **Box 13 - Presidential Letters**

<b>Status</b>	<b>Title</b>
OPEN	April 2, 1975 - May 28, 1975

#### **Box 14 - Presidential Letters**

<b>Status</b>	<b>Title</b>
OPEN	June 2, 1975 - September 5, 1975

#### **Box 15 - Presidential Letters**

<b>Status</b>	<b>Title</b>
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OPEN September 8, 1975 - November 11, 1975

**Box 16A - Presidential Letters**

Status	Title
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OPEN	November 12, 1975 - March 21, 1976
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**Box 16B - Presidential Letters**

Status	Title
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OPEN	November 12, 1975 - March 31, 1976
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**Box 16C - Presidential Letters**

Status	Title
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OPEN	April 1, 1976 - June 14, 1976
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**Box 16D - Presidential Letters**

Status	Title
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OPEN	June 15, 1976 - September 30, 1976
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**Elliott Letters, 1974-76.**

(Boxes 17-23, 3.2 linear feet)

Carbon copies of letters written by the Correspondence Office for Roland Elliott's signature responding to public mail on a variety of subjects. Most are based on form letters with some additional details added to personalize the letter.

Arranged chronologically. NOTE: Researchers should consult with an archivist prior to their visit in order to request that specific folders be added to the Library's review-for-access queue.

**Box 17 - Elliott Letters**

Status	Title
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OPEN	October 1, 1976 - January 6, 1977
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**Box 18 - Elliott Letters**

Status	Title
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OPEN	December 12, 1974 - March 17, 1975
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**Box 19 - Elliott Letters**

Status	Title
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OPEN	March 18, 1975 - May 13, 1975
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**Box 20A - Elliott Letters**

<b>Status</b>	<b>Title</b>
OPEN	May 14, 1975 - July 14, 1975

**Box 20B - Elliott Letters**

<b>Status</b>	<b>Title</b>
OPEN	July 15, 1975 - September 30, 1975

**Box 21 - Elliott Letters**

<b>Status</b>	<b>Title</b>
CLOSED	October 1, 1975 - January 30, 1976

**Box 22 - Elliott Letters**

<b>Status</b>	<b>Title</b>
CLOSED	February 3, 1976 - August 14, 1976

**Box 23 - Elliott Letters**

<b>Status</b>	<b>Title</b>
CLOSED	August 16, 1976 - December 3, 1976

**Thank You Letters for Trips and White House Social Events, 1974-77.**

(Boxes 24-35, 4.8 linear feet)

Carbon copies of outgoing letters, memoranda, and trip schedules. Following trips by the President or Mrs. Ford, advancement would submit requests to the Correspondence Office for letters of appreciation to people who had been helpful before or during the trip. Similarly, White House staff would request thank you letters for those who assisted with preparations for social events. Mary Fenton was responsible for preparing both kinds of thank you letters.

Arranged chronologically by date of the trip. NOTE: Researchers should consult with an archivist prior to their visit in order to request that specific folders be added to the Library's review-for-access queue.

**Box 24 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
CLOSED	October 10, 1974 - President's Visit to Detroit
CLOSED	January 9, 1975 - NCAA Coaches of the Year Ceremony
CLOSED	January 10-30, 1975 - Ford at Religious Ceremonies in Washington, DC
CLOSED	January 11, 1975 - State of the Union



Status	Title
CLOSED	January 17, 1975 - January 29, 1975 - Washington, DC Events
CLOSED	January 26, 1975 - National Press Club
CLOSED	January 28, 1975 - Mardi Gras Ball of Louisiana State Society in Washington, DC
CLOSED	February 2, 1975 - Swearing in of Edward Levi
CLOSED	February 3, 1975 - Atlanta Trip
CLOSED	February 9, 1975 - Houston, TX
CLOSED	February 11, 1975 - Topeka, KS
CLOSED	February 13, 1975 - President's Visit to New York
CLOSED	February 14, 1975 - February 21, 1975 - Washington, DC Events
CLOSED	February 24, 1975 - President's Visit to Florida
CLOSED	February 27, 1975 - March 4, 1975 - Washington, DC Events
CLOSED	March 5, 1975 - University of Michigan Club Dinner
CLOSED	March 7-17, 1975 - Washington, DC Events
CLOSED	March 8, 1975 - Lee Elder's Pro-Am Golf Tournament
CLOSED	March 15, 1975 - President's Visit to Notre Dame
CLOSED	March 19-22, 1975 - Washington, DC Events
CLOSED	March 24 - April 7, 1975 - California
CLOSED	April 7, 1975 - Las Vegas, NV
CLOSED	April 8-16, 1975 - Washington, DC Events
CLOSED	April 17-19, 1975 - Massachusetts
CLOSED	April 22-23, 1975 - New Orleans, LA
CLOSED	April 23 - May 22, 1975 - Virginia Events
CLOSED	April 25, 1975 - Yale
CLOSED	May 3-13, 1975 - Washington, DC Events
CLOSED	May 18, 1975 - Philadelphia, PA
CLOSED	May 20, 1975 - North Carolina
CLOSED	May 23-24, 1975 - Washington, DC Events

<b>Status</b>	<b>Title</b>
CLOSED	June 4, 1975 - West Point, NY
CLOSED	June 12, 1975 - Washington, DC Events
<b>Box 25 - Thank You Letters for Trips and White House Social Events</b>	
<b>Status</b>	<b>Title</b>
CLOSED	June 13-14, 1975 - Fort Benning, GA
CLOSED	July 1-15, 1975 - Washington, DC Events
CLOSED	July 3, 1975 - Ohio
CLOSED	July 4, 1975 - Baltimore, MD
CLOSED	July 7, 1975 - Groundbreaking Ceremony for the Uniformed Services University of the Health Sciences, Bethesda, MD
CLOSED	July 11-13, 1975 - Michigan
CLOSED	July 11-12, 1975 - Chicago, IL
CLOSED	July 14, 1975 - President's Participation in the Heroes, Inc. Golf Tournament
CLOSED	July 14-23, 1975 - Washington, DC Events
CLOSED	August 1975 - Europe
CLOSED	August 1975 - Vail, CO
CLOSED	August 10, 1975 - Fort Smith, AR
CLOSED	August 18, 1975 - Minnesota
CLOSED	August 19, 1975 - Illinois
CLOSED	August 24, 1975 - Seattle, WA
CLOSED	August 24, 1975 - Libby Dam Dedication
CLOSED	August 25, 1975 - Milwaukee, WI
CLOSED	August 27, 1975 - Iowa
CLOSED	August 30, 1975 - Rhode Island
CLOSED	August 30, 1975 - Maine
CLOSED	September 4-5, 1975 - Pacific Northwest
CLOSED	September 11, 1975 - New Hampshire
CLOSED	September 12, 1975 - Kansas City, MO
CLOSED	September 12-13, 1975 - Kansas City, KS
CLOSED	September 13, 1975 - Texas

<b>Status</b>	<b>Title</b>
CLOSED	September 15, 1975 - St. Louis, MO
CLOSED	September 16, 1975 - Air Force Association
CLOSED	September 19-22, 1975 - Oklahoma and California
CLOSED	September 21, 1975 - Stanford University, Stanford, CA
OPEN	September 25, 1975 - State Dinner - President Lopez of Colombia
CLOSED	September 30, 1975 - Dedication of New J. Edgar Hoover FBI Building
CLOSED	September 30 - October 1, 1975 - Chicago, IL and Omaha, NB (1)-(2)

### **Box 26 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
CLOSED	October 2, 1975 - Visit of Emperor and Empress of Japan
CLOSED	October 4, 1975 - Newark, NJ
CLOSED	October 4, 1975 - Elkins, WV
CLOSED	October 7, 1975 - Knoxville, TN
CLOSED	October 7, 1975 - 57th Annual Meeting American Society of Oral Surgeons
CLOSED	October 9, 1975 - 200th Birthday of U.S. Navy, Washington Naval Yard
CLOSED	October 10, 1975 - Detroit, MI (1)-(2)
CLOSED	October 14, 1975 - Hartford, CT
CLOSED	October 15, 1975 - National Association of Food Chains (Washington, DC)
CLOSED	October 17, 1975 - Buchen Party
CLOSED	October 20, 1975 - Clausen Dinner
CLOSED	October 24, 1975 - University of Florida, Gainesville, FL (trip canceled)
CLOSED	October 24, 1975 - South Carolina State Fair (trip canceled)
CLOSED	October 27, 1975 - Arlington Cemetery Veteran's Day Program

<b>Status</b>	<b>Title</b>
OPEN	October 28, 1975 - President Sadat Dinner - Anderson House
CLOSED	October 29-30, 1975 - California and Wisconsin (1)-(3)
CLOSED	November 2, 1975 - Jacksonville, FL
CLOSED	November 7, 1975 - Boston, MA
CLOSED	November 9, 1975 - President's Participation on "Meet the Press"
CLOSED	November 11, 1975 - Iwo Jima Memorial Ceremony
CLOSED	November 11, 1975 - Charleston, WV

### **Box 27 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
CLOSED	November 12, 1975 - Swearing in of Daniel Boorstin - Library of Congress
CLOSED	November 14, 1975 - North Carolina and Atlanta, GA
CLOSED	November 14, 1975 - Atlanta, GA and North Carolina
CLOSED	November 24, 1975 - Swearing in of Donald Rumsfeld
CLOSED	November 24, 1975 - Federal Judiciary Dinner at White House
CLOSED	November 29-30, 1975 - Alaska Visit
CLOSED	December 7, 1975 - Hawaii
CLOSED	December 7, 1975 - Christmas Party for Members of Congress
CLOSED	December 18, 1975 - Christmas Tree Lighting, Pageant of Peace
CLOSED	December 19, 1975 - Swearing In of Justice John Paul Stevens
CLOSED	December 19, 1975 - Christmas Party for Press Corps
CLOSED	December 23-30, 1975 - Vacation in Vail, CO
CLOSED	January 5, 1976 - St. Louis, MO
CLOSED	January 6, 1976 - Funeral Service for Richard Welch
CLOSED	January 6, 1976 - Visit to President Ford Committee Headquarters

<b>Status</b>	<b>Title</b>
CLOSED	January 19, 1976 - State of the Union
CLOSED	January 19, 1976 - National Presbyterian Church
CLOSED	January 20, 1976 - Office of Management and Budget Briefing on the Budget
CLOSED	January 27, 1976 - Dinner in Honor of Prime Minister Rabin of Israel
CLOSED	January 29, 1976 - Rabin Reception
CLOSED	January 29, 1976 - National Prayer Breakfast
CLOSED	January 30, 1976 - George Bush Swearing In
CLOSED	January 31, 1976 - Dearborn, MI - GOP Conference
CLOSED	January 31, 1976 - Williamsburg, VA
CLOSED	February 1, 1976 - National Press Club Inaugural
CLOSED	February 5, 1976 - Christmas Decorations Thanks
CLOSED	February 6, 1976 - Northeast Republican Conference
CLOSED	February 7-8, 1976 - New Hampshire
CLOSED	February 10, 1976 - Bubbling Brown Sugar - National Theatre
CLOSED	February 12, 1976 - Alice Roosevelt Longworth's 92nd Birthday
CLOSED	February 12, 1976 - Visit to Lincoln Memorial
CLOSED	February 13-14, 1976 - Florida (1)-(3)
CLOSED	February 15, 1976 - Professional Athletes Prayer Brunch

**Box 28 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
CLOSED	February 16, 1976 - National Association of Secondary School Principals
CLOSED	February 19-20, 1976 - New Hampshire
CLOSED	February 22, 1976 - National Religious Broadcasters and National Association of Evangelicals
CLOSED	February 23, 1976 - White House Dinner for Governors
CLOSED	February 28-29, 1976 - Florida (1)-(3)

<b>Status</b>	<b>Title</b>
CLOSED	March 3, 1976 - Senator John McClellan Reception
CLOSED	March 3, 1976 - Dedication of DAV National Service Headquarters
CLOSED	March 5-6, 1976 - Illinois (1)-(4)
CLOSED	March 9, 1976 - Associated General Contractors of America Convention
CLOSED	March 9, 1976 - VFW Annual Congressional Dinner
CLOSED	March 11-12, 1976 - Chicago, IL
CLOSED	March 11-12, 1976 - Rockford, IL (1)-(2)
CLOSED	March 13, 1976 - Wilkesboro, NC
CLOSED	March 15, 1976 - National League of Cities and US Conference of Mayors
CLOSED	March 17, 1976 - St. Patrick's Dinner in Honor of Prime Minister Cosgrave

### **Box 29 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
CLOSED	March 20, 1976 - North Carolina (1)-(2)
CLOSED	March 25, 1976 - Radio and Television Correspondents Dinner
CLOSED	March 26-27, 1976 - Visit to California and Wisconsin (1)-(2)
CLOSED	March 30, 1976 - Dinner in Honor of King Hussein
CLOSED	April 2-3, 1976 - Wisconsin (1)-(3)
CLOSED	April 4-5, 1976 - Mrs. Ford's Visit to Wisconsin
CLOSED	April 5, 1976 - AHEPA Dinner
CLOSED	April 6, 1976 - Dedication of Lyndon Baines Johnson Memorial Grove
CLOSED	April 9-10, 1976 - Texas (1)-(3)
CLOSED	April 13, 1976 - Thomas Jefferson Memorial Ceremony
CLOSED	April 18, 1976 - Easter Sunday Service, Catocin Furnace, MD
CLOSED	April 20, 1976 - Marshall Corridor Dedication

<b>Status</b>	<b>Title</b>
CLOSED	April 21, 1976 - National Society of the Daughters of the American Revolution Continental Congress

**Box 30 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
CLOSED	April 22-23, 1976 - Indiana and Georgia (1)-(3)
CLOSED	April 26, 1976 - 64th Annual Meeting U.S. Chamber of Commerce
CLOSED	April 27-30, 1976 - Texas and Louisiana (1)-(7)
CLOSED	May 1, 1976 - 62nd Annual White House Correspondents Dinner
CLOSED	May 2-3, 1976 - Indiana and Alabama (1)-(2)
CLOSED	May 5, 1976 - Awards Dinner, American Mothers Committee
CLOSED	May 6, 1976 - Michigan Association of Broadcasters, Washington, DC
CLOSED	May 7-8, 1976 - Nebraska and Missouri (1)-(2)
CLOSED	May 10, 1976 - Washington Monument Armed Forces Week Exhibit
CLOSED	May 11, 1976 - Luncheon for Queen Margrethe II of Denmark
CLOSED	May 12, 1976 - Detroit, MI

**Box 31 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
CLOSED	May 13, 1976 - Small Business Administration Luncheon, Washington, DC
CLOSED	May 14-16, 1976 - Tennessee, Kentucky, Michigan (1)-(9)
CLOSED	May 16, 1976 - Alexandria Friends of President Ford Fundraiser
CLOSED	May 17, 1976 - State Dinner for President Giscard d'Estaing
CLOSED	May 18, 1976 - French Reciprocal Dinner

<b>Status</b>	<b>Title</b>
CLOSED	May 19, 1976 - Sound and Light Presentation, Mt. Vernon, VA
CLOSED	May 19, 1976 - American Enterprise Institute Dinner
CLOSED	May 22-26, 1976 - West Coast and Ohio (1)-(4)

**Box 32 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
CLOSED	May 31, 1976 - Memorial Day Service, Arlington National Cemetery
CLOSED	June 2, 1976 - State Dinner for King Juan Carlos I of Spain
CLOSED	June 5, 1976 - Face the Nation, ♦CBS Studios
CLOSED	June 5, 1976 - Mrs. Shouse's 80th Birthday - Wolf Trap Farm
CLOSED	June 5-6, 1976 - Ohio and New Jersey (1)-(4)
CLOSED	June 6, 1976 - Meeting with Cardinal Baum
CLOSED	June 11, 1976 - Springfield, MO
CLOSED	June 15, 1976 - Norfolk, Virginia - Southern Baptist Convention
CLOSED	June 18, 1976 - Des Moines, IA (Mrs. Ford's Trip)
CLOSED	June 22, 1976 - Indianapolis, IN
CLOSED	June 23, 1976 - Capitol Hill Club Reception
CLOSED	June 24, 1976 - Museum of History and Technology
CLOSED	June 26-28, 1976 - International Economic Summit - Puerto Rico (1)-(2)
CLOSED	July 1, 1976 - National Air and Space Museum and U.S. Capitol
CLOSED	July 2, 1976 - National Archives
CLOSED	July 3, 1976 - Kennedy Center
CLOSED	July 4, 1976 - Bicentennial Observance
OPEN	July 5, 1976 - Charlottesville, VA (Monticello)

**Box 33 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
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CLOSED	July 7, 1976 - Dinner in Honor of Queen Elizabeth and Prince Philip
CLOSED	July 8, 1976 - Dinner at British Embassy with the Queen
CLOSED	July 10, 1976 - Plattsburgh, NY and Newport, RI
CLOSED	July 12, 1976 - National Exchange Club
CLOSED	July 13, 1976 - All-Star Game Philadelphia, PA
CLOSED	July 15, 1976 - State Dinner for Chancellor Schmidt of Germany
CLOSED	July 16, 1976 - Baltimore, MD
CLOSED	July 17, 1976 - Hartford, CT
CLOSED	July 20, 1976 - "A Salute to American Music"
OPEN	July 24, 1976 - Dinner - National League of Families of POW's and MIA's
CLOSED	July 29, 1976 - Republican National Hispanic Assembly Dinner
CLOSED	July 30, 1976 - President and Mrs. Ford - Jackson, MS
CLOSED	August 3, 1976 - State Dinner for President Kekkonen of Finland
CLOSED	August 4, 1976 - Good Guys Dinner
CLOSED	August 8, 1976 - International Eucharistic Congress - Philadelphia
CLOSED	August 10, 1976 - PGA Tournament Dinner - Pohanka Residence
CLOSED	August 20, 1976 - Russell, KS (Bob Dole's Home Town)
CLOSED	August 20-29, 1976 - Vail, CO
CLOSED	August 29, 1976 - Yellowstone National Park and Ellsworth AFB
CLOSED	September 1, 1976 - 98th General Conference of the National Guard Association of the United States
CLOSED	September 12, 1976 - Service at Washington Cathedral by Archbishop of Canterbury
CLOSED	September 14, 1976 - American Business Volunteers - Kickoff Meeting

CLOSED	September 15, 1976 - University of Michigan, Ann Arbor, MI
CLOSED	September 16, 1976 - National Italian-American Bicentennial Tribute Dinner and Hispanic Mass Reception
CLOSED	September 21, 1976 - Dinner honoring President Tolbert of Liberia
CLOSED	September 23-24, 1976 - Visit to Philadelphia (and TV Debate)

**Box 34 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
CLOSED	September 25-27, 1976 - Louisiana, Mississippi, Alabama, and Florida (1)-(4)
CLOSED	October 2, 1976 - Visit to Western Electric - Arlington, VA
CLOSED	October 4, 1976 - Moore and Moore Printing Co.
CLOSED	October 4-7, 1976 - San Francisco Debate
CLOSED	October 7, 1976 - Los Angeles, CA
CLOSED	October 8, 1976 - Lawton, OK
CLOSED	October 8-9, 1976 - California, Oklahoma, and Texas
CLOSED	October 12-13, 1976 - New York and New Jersey
CLOSED	October 14, 1976 - Dinner Honoring Martha Graham
CLOSED	October 15-16, 1976 - Iowa, Illinois, and Missouri - Including the Illinois Train Trip (1)-(3)
CLOSED	October 21, 1976 - Alfred E. Smith Memorial Dinner - New York, NY
CLOSED	October 22, 1976 - Williamsburg, VA (Campaign Debate)
CLOSED	October 22-23, 1976 - Richmond, VA

**Box 35 - Thank You Letters for Trips and White House Social Events**

<b>Status</b>	<b>Title</b>
CLOSED	October 23, 1976 - Columbia, SC - Governor's Mansion Reception
CLOSED	October 24-25, 1976 - San Diego, CA - Fountain Valley
CLOSED	October 25, 1976 - Portland, OR and Seattle, WA
CLOSED	October 26, 1976 - Chicago and Suburbs

<b>Status</b>	<b>Title</b>
CLOSED	October 26, 1976 - Pittsburgh, PA
CLOSED	October 27, 1976 - Philadelphia, PA
CLOSED	October 27, 1976 - Atlantic City, NJ
CLOSED	October 28, 1976 - Cleveland, OH
CLOSED	October 28, 1976 - Cincinnati, OH
CLOSED	October 29, 1976 - Milwaukee, WI
CLOSED	October 29-30, 1976 - Houston, TX
CLOSED	October 30, 1976 - Bucks County, PA
CLOSED	October 30, 1976 - Syracuse, NY
CLOSED	October 31, 1976 - Buffalo, NY Reception and Rally
CLOSED	October 31, 1976 - Long Island, NY - Nassau and Suffolk Counties
CLOSED	November 1, 1976 - Ohio and Michigan
CLOSED	November 3, 1976 - National Symphony Ball
CLOSED	November 5, 1976 - Washington Cathedral Service
CLOSED	November 6, 1976 - Dinner in Honor of Prime Minister Andreotti of Italy
CLOSED	November 7-15, 1976 - Palm Springs, CA
CLOSED	November 19, 1976 - Reception for John Rhodes
CLOSED	November 20, 1976 - Pocantico Hills Visit (Rockefeller Home)
CLOSED	December 15, 1976 - White House Christmas Party for Press Corps
CLOSED	December 16, 1976 - Lighting of National Christmas Tree at Ellipse
CLOSED	January 4, 1977 - National Presbyterian Church
CLOSED	January 5, 1977 - Cabinet Dinner in Honor of Fords - F Street Club
CLOSED	January 6, 1977 - "We're Proud of Jerry" Party - Capitol Hill Club

**Cost Savings Reduction Program Letters, 1975-76.**

(Boxes 36-39, 1.6 linear feet)

Carbon copies of letters, and memoranda and lists of names. The material relates to presidential letters sent to persons whose work resulted in saving government money or resources.

Arranged chronologically. NOTE: Researchers should consult with an archivist prior to their visit in order to request that specific folders be added to the Library's review-for-access queue.

**Box 36 - Cost Savings Reduction Program Letters**

<b>Status</b>	<b>Title</b>
CLOSED	May - November 1975

**Box 37 - Cost Savings Reduction Program Letters**

<b>Status</b>	<b>Title</b>
CLOSED	December 1975 - February 1976 (1)

**Box 38 - Cost Savings Reduction Program Letters**

<b>Status</b>	<b>Title</b>
CLOSED	February 1976 (2) - April 1976

**Box 39 - Cost Savings Reduction Program Letters**

<b>Status</b>	<b>Title</b>
CLOSED	May - June 1976

**Correspondence Enclosures and Supplies, 1974-77.**

(Boxes 40-43, 1.6 linear feet)

Form responses such as acknowledgement cards for birthdays, weddings, anniversaries, or charitable contributions; form responses on issues; or WIN letters. Also letter enclosures such as photographs, signature cards, copies of Mrs. Ford's recipes, House and Senate documents, White House publications explaining legislative vetoes by the President, and ceremonial proclamations issued by President Ford.

Arranged alphabetically by subject. NOTE: Researchers should consult with an archivist prior to their visit in order to request that specific folders be added to the Library's review-for-access queue.

**Box 40 - Correspondence Enclosures and Supplies**

<b>Status</b>	<b>Title</b>
CLOSED	Agriculture Act of 1975, Emergency - Veto
CLOSED	Amnesty Decision - Con
CLOSED	Amnesty Decision - Pro
CLOSED	Appropriations for Fiscal Year 1975 - Vetoing Joint Resolution
CLOSED	Appropriations for Fiscal Year 1975, Making Further Continuing
CLOSED	Assassination Plots Involving Foreign Leaders, Alleged
OPEN	Bicentennial Cardboard (Received Empty)
OPEN	Bicentennial Certificates, Message with Blank for Community Name (Received Empty)
OPEN	Bicentennial Speech Covers (Received Empty)
CLOSED	Bicentennial Speech Sheets
OPEN	Bicentennial White House Envelopes (Received Empty)
CLOSED	Budget - Supplemental Reports, Deferral of
CLOSED	Busing Students to Correct Segregation
CLOSED	Campaign Act Amendments, Federal Election
CLOSED	Cardboard Photo Mounting Sheet 11 x 14
OPEN	Cardboard Photo Mounting Sheets 14 x 18 (Received Empty)
CLOSED	Cards - "The White House, Washington" at Top Right Corner
CLOSED	Cards - Acknowledgement - 100th Birthday with Seal on Front Cover
CLOSED	Cards - Acknowledgement - 50th Wedding Anniversary with Seal on font cover.
CLOSED	Cards - Acknowledgement - 50th Wedding Anniversary with Seal on font cover.
CLOSED	Cards - Acknowledgement - 80th Birthday with Seal on Front Cover
CLOSED	Cards - Acknowledgement - 85th Birthday with Seal on Front Cover

Status	Title
CLOSED	Cards - Acknowledgement - 90th Birthday with Seal on Front Cover
CLOSED	Cards - Acknowledgement - 95th Birthday w/Seal on Front Cover
CLOSED	Cards - Acknowledgement - Bar Mitzvah
CLOSED	Cards - Acknowledgement - Bas Mitzvah
CLOSED	Cards - Acknowledgement - Benefit of Views
CLOSED	Cards - Acknowledgement - Charitable Contribution (American Cancer Society)
CLOSED	Cards - Acknowledgement - Charitable Contribution (other than American Cancer Society)
CLOSED	Cards - Acknowledgement - Confirmations
CLOSED	Cards - Acknowledgement - Congratulations on Eagle Scout Cards
CLOSED	Cards - Acknowledgement - Congratulatory - Baby, Birth
CLOSED	Cards - Acknowledgement - Congratulatory - Birthday
CLOSED	Cards - Acknowledgement - Congratulatory - Birthday Congratulations with Seal on Front Cover
CLOSED	Cards - Acknowledgement - Congratulatory - Presidential Birthday Cards - Mr. & Mrs. Ford
CLOSED	Cards - Acknowledgement - Congratulatory - Graduation
CLOSED	Cards - Acknowledgement - Congratulatory Marriage
CLOSED	Cards - Acknowledgement - Congratulatory Wedding Anniversary - Mr. & Mrs. Ford
CLOSED	Cards - Acknowledgement - Easter Spiritual Bouquets
CLOSED	Cards - Acknowledgement - Equal Rights Amendment (Con)
CLOSED	Cards - Acknowledgement - Equal Rights Amendment (Pro)
CLOSED	Cards - Acknowledgement - General (Gifts)
CLOSED	Cards - Acknowledgement - General - All
CLOSED	Cards - Acknowledgement - General Anniversary with Seal on Front Cover - Mr. & Mrs. Ford

<b>Status</b>	<b>Title</b>
CLOSED	Cards - Acknowledgement - General Anniversary with Seal on Front Cover - Mr. & Mrs. Ford
CLOSED	Cards - Acknowledgement - Get Well
CLOSED	Cards - Acknowledgement - Get Well/Hospitalization
CLOSED	Cards - Acknowledgement - Girl Scouts - Rank of First Class
CLOSED	Cards - Acknowledgement - Holiday Remembrance
CLOSED	Cards - Acknowledgement - Holy Communion
CLOSED	Cards - Acknowledgement - Incidental Gifts
CLOSED	Cards - Acknowledgement - Messages of Congratulations
CLOSED	Cards - Acknowledgement - Mrs. Ford's Illness
CLOSED	Cards - Acknowledgement - President and Mrs. Ford's Anniversary
CLOSED	Cards - Acknowledgement - Presidential Thank You for Christmas Gift
CLOSED	Cards - Acknowledgement - Presidential Thank You for Spiritual Christmas Gift
CLOSED	Cards - Acknowledgement - Response to KO-1
CLOSED	Cards - Acknowledgement - Service to Education
CLOSED	Cards - Acknowledgement - Special Message of Friendship
CLOSED	Cards - Acknowledgement - Spiritual Bouquet
CLOSED	Cards - Acknowledgement - Spiritual Bouquets (Mrs. Ford)
CLOSED	Cards - Acknowledgement - Spiritual Christmas Gift
CLOSED	Cards - Acknowledgement - Sympathy
CLOSED	Cards - Acknowledgement - Thoughtful Message
CLOSED	Cards - Acknowledgement - Wedding Anniversary
CLOSED	Cards - Miscellaneous
CLOSED	Cards - Placement Seating (Long Table)
CLOSED	Cards, Plain
CLOSED	Cards, Record, Invitation
CLOSED	Cards, Signature - Gerald R. Ford Printed in Black

<b>Status</b>	<b>Title</b>
CLOSED	Ceremonial Copies of Certain Proclamations (3 envelopes)
CLOSED	Ceremonial Proclamations issued by President Ford during 1974

**Box 41 - Correspondence Enclosures and Supplies**

<b>Status</b>	<b>Title</b>
CLOSED	Ceremonial Proclamations issued by President Ford during 1975 (1) - (2)
CLOSED	Child Day Care Standards Act Veto
CLOSED	Christmas Greeting Cards, 1974 - 5 1/2 x 7 1/4
CLOSED	Christmas Greeting Cards, 1974 - Non-Sectarian
CLOSED	Christmas Greeting Cards, 1974 - Envelopes - 5 11/16 x 7 1/2
CLOSED	Christmas Greeting Cards, 1975 - 5 1/2 x 7 1/4
CLOSED	Christmas Greeting Cards, 1975 - Non-Sectarian
CLOSED	Christmas Greeting Cards, 1975 - Envelopes - 5 11/16 x 7 1/2
CLOSED	Christmas Greeting Cards, 1976 - 5 1/2 x 7 1/4
CLOSED	Christmas Greeting Cards, 1976 - Non-Sectarian
CLOSED	Christmas Greeting Cards, 1976 - Envelopes - 5 11/16 x 7 1/2
OPEN	Christmas Prints Large, 1974 (Received Empty)
OPEN	Christmas Prints Large, 1975 (Received Empty)
OPEN	Christmas Prints Large, 1976 (Received Empty)
CLOSED	Community Services, Financial Assistance for
CLOSED	Conference on Inflation Transcript
CLOSED	Conference on Inflation Transcript - Economists
CLOSED	Construction - Diego Garcia
CLOSED	Cooperation Agreement with Turkey, Defense
CLOSED	Correspondence Manual Cover
CLOSED	Criminal Justice Program
CLOSED	Cyprus Negotiations Progress



<b>Status</b>	<b>Title</b>
CLOSED	Deferrals
CLOSED	Deferrals of Budget Authority
CLOSED	Department of the Treasury - Economic and Tax Press Release
CLOSED	Dispatch Records - "The White House Garage"
CLOSED	District of Columbia Budget for Fiscal Year 1976
CLOSED	District of Columbia for Fiscal Year 1977
CLOSED	Drug Abuse
CLOSED	Earthquake Relief - Italy
CLOSED	Economy and Energy
CLOSED	Education Division and Related Agencies Appropriation Act Veto
CLOSED	Education, Financial Assistance for Elementary and Secondary
CLOSED	Employment - Emergency Employment Appropriation Act Veto
CLOSED	Employment - Emergency Employment Appropriation Act Veto
CLOSED	Employment - Public works Employment Act Veto
CLOSED	Energy - Act to Amend the Atomic Energy Act of 1954 - Veto
CLOSED	Energy Program
CLOSED	Envelopes - "The White House" in Silver
CLOSED	Envelopes, Bond - White House" Embossed in Blue
CLOSED	Envelope, White - "The White House"
CLOSED	Federal-Aid Highway Act of 1975
CLOSED	Financial Assistance for Health Care Message
CLOSED	Food Stamp Program, Controlling the costs of the

**Box 42 - Correspondence Enclosures and Supplies**

<b>Status</b>	<b>Title</b>
CLOSED	Foreign Assistance Act of 1975, Revisions to

Status	Title
CLOSED	Foreign Intelligence Community, Organization and Control of the
CLOSED	Foreign Policy, Review of
CLOSED	Fuel for Nuclear Power Reactors, Establishment of a New Private Industry to Provide the
OPEN	Gift Boxes, White (Received Empty)
CLOSED	Government Reform
CLOSED	Hatch Act Repeal Veto
CLOSED	Health Research Veto, Animal
CLOSED	Housing - Emergency Housing Act of 1975 - Veto
CLOSED	Inflation, Proposals to Fight
CLOSED	Information Act Amendments Veto, Freedom of
CLOSED	Labor Contractor Registration Act Amendments Veto, Farm
CLOSED	Lunch Act and Child Nutrition Act of 1966 Amendments Veto, National School
CLOSED	Medical Science Program, Ninth Annual Report United States-Japan Cooperative
CLOSED	Military Assistance Program, Reduction of
CLOSED	Military Assistance to Vietnam and Cambodia, Proposals for Increases in
CLOSED	Mining - Surface Mining Control and Reclamation Act of 1975 Veto
CLOSED	News Summary Cover Sheets in Blue "News and Comment"
CLOSED	Nutrition Reform, Child
OPEN	Oath of Office for the 38th President of the United States (Received Empty)
OPEN	Oath of Office for the 40th Vice-President of the United States (Received Empty)
CLOSED	Oil Pollution Liability and Compensation, Comprehensive
CLOSED	Our American Government
CLOSED	Pay Adjustment, 90 Day Deferral in the Pending

Status	Title
CLOSED	Pay System, Report on Comparability Adjustment for the Federal
CLOSED	Payments Deficit, Fifth Quarterly Report - Progress Toward Balance of
CLOSED	Payments Deficit, Progress Toward Offsetting Balance of
CLOSED	Petroleum Allocation Extension Act Veto, Emergency
CLOSED	Petroleum Pricing Review Act Veto
CLOSED	Phosphate Interests Veto, Sell Reserved
CLOSED	Photo - Family - 5 x 7 - Black and White
CLOSED	Photo - Family - 5 x 7 - Color
CLOSED	Photo - Family - 8 x 10 - Color
CLOSED	Photo - First Family with Liberty and Puppies - 5 x 7 - Black and White
CLOSED	Photo - President & Mrs. Ford with Facsimile Signature 8 x 10 - Color
CLOSED	Photo - President - 8 x 10 - Color
CLOSED	Photo - President and his Dog - 5 x 7 - Black and White
CLOSED	Photo - President with Facsimile Signature - 8 x 10 - Black and White
CLOSED	Photo - President with Facsimile Signature - 8 x 10 - Black and White
CLOSED	Photo - President with Facsimile Signature - 8 x 10 - Color
CLOSED	Photo Mounting Stock for Presidential Photos with Best Wishes
CLOSED	President's 1975 State of the Union Message Including Economy and Energy
CLOSED	Presidents House
CLOSED	Prints - North East View of the White House
CLOSED	Progress in Cyprus Negotiations
OPEN	Public Papers of the Presidents - Gerald R. Ford - 1974 (Received Empty)

<b>Status</b>	<b>Title</b>
OPEN	Public Papers of the Presidents - Herbert Hoover - 1930 (Received Empty)
CLOSED	Railroad Retirement Act Amendments Veto
OPEN / DIGITIZED	<a href="#">Recipes - Mrs. Ford - Beef Stew with Walnuts</a>
OPEN / DIGITIZED	<a href="#">Recipes - Chocolate Ice Box Dessert</a>
CLOSED	Rescission and Deferral Reports, Revising Proposed
CLOSED	Rescission of Budget Authority for the Office of Drug Abuse Policy
CLOSED	Rescission or Deferral of Certain Budget Authority, Proposals for

### **Box 43 - Correspondence Enclosures and Supplies**

<b>Status</b>	<b>Title</b>
CLOSED	Rescission, Deferral Budget, Fiscal Year, 1975
CLOSED	Rescissions - Summary of Proposed Deferrals and Supplementary Report
CLOSED	Rescissions and Deferrals
CLOSED	Rescissions and Deferrals
CLOSED	Rescissions and Deferrals and an Increase in Previously Transmitted Deferrals, Proposed
CLOSED	Rescissions and Deferrals of Budget Authority
CLOSED	Rescissions and Deferrals, Proposed
CLOSED	Rescissions and Deferrals, Proposed
CLOSED	Rescissions and Deferrals, Summary of Proposed
CLOSED	Rescissions and Impoundments, Summary of Proposed
CLOSED	Rescissions or Deferrals of Certain Budget Authority
CLOSED	Rehabilitation Act Extension Veto
CLOSED	Relief Act, Guatemala Disaster
CLOSED	Relief of Burt, Popo, and Kennedy
CLOSED	Relief of Nolan Sharp
CLOSED	Retirement Systems, Overcompensation in Federal
CLOSED	Revision of 1974 Deferral Reports

<b>Status</b>	<b>Title</b>
CLOSED	Rockefeller to be Vice President, Nominating Nelson A.
CLOSED	Situs Picketing Act Veto, Common
CLOSED	Social Security Legislation
CLOSED	Special Steel Import Relief Action
CLOSED	Standards of Conduct for the White House Staff
CLOSED	State of the Union No. 1
CLOSED	State of the Union No. 2
CLOSED	State of the Union Message, 1976
CLOSED	Summer Youth and Temporary Employment Assistance Programs
CLOSED	Swearing-In Speech of President Ford
CLOSED	Swine Influenza Vaccine, Supplemental Appropriation for
CLOSED	Tariff Schedules, An Act to Amend
CLOSED	Telephone Directory - Wallet Sized - Selected Numbers
CLOSED	Temporary Parking Permits
CLOSED	Title 5, An Act to Amend - Veto
CLOSED	Tour Card #2 with Attachment, White
CLOSED	Tour Card #2 with Attachment, White, Size 2 1/2 x 4
CLOSED	Trade Agreements Program - Nineteenth Annual Report
CLOSED	United States - Romanian Trade Agreement Extension
CLOSED	Veto of H.R. 1767
CLOSED	Veto of S. 2350
CLOSED	White House (Domestic Council) - Portfolio
CLOSED	White House Conference on Domestic and Economic Affairs - Portfolio
CLOSED	White House Conference on Domestic and Economic Affairs - South Florida - Portfolio
CLOSED	White House Office Handbook
CLOSED	WIN Letter - "The White House Washington" Printed in Blue