

The original documents are located in Box 4, folder “9/08/75 - Republican National Committee Reception” of the Betty Ford White House Papers, 1973-1977 at the Gerald R. Ford Presidential Library.

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Date Issued 9/5/75

By Pat Howard

Revised _____

FACT SHEET
Mrs. Ford's Office



Event Reception
 Group Republican National Committee
 DATE/TIME September 8, 1975 6:30 p. m.
 Contact Gwen Anderson (Susan Hosmer) Phone X 7007
 Number of guests: Total approx. 300 Women x Men x Children _____
 Place State Floor
 Principals involved President and Mrs. Ford
 Participation by Principal yes (Receiving line) no (mingle informally)
 Remarks required yes
 Background Members of the Republican National Committee will be in Washington for a meeting.

REQUIREMENTS

Social: Guest list yes
 Invitations no Programs no Menus no
 Refreshments cocktails and hors d'oeuvres
 Entertainment no
 Decorations/flowers yes
 Music yes
 Social Aides yes
 Dress Business Suit - Afternoon Dress for the Ladies Coat check ?
 Other --

Press: Reporters NONE
 Photographers --
 TV Crews --
 White House Photographers yes Color yes Mono. _____
 Other --

Technical Support: Microphones yes PA Other Rooms no
 Recording yes
 Lights no
 Transportation Buses (6 or 7) - arrive SE Gate
 Parking South Grounds
 Housing _____
 Other _____ (Risers, stage, platforms) yes

Project Co-ordinator Pat Howard Phone 2927

Site diagrams should be attached if technical support is heavy.

REVISED
September 8, 1975
12:45 p. m.

THE WHITE HOUSE
WASHINGTON

RECEPTION FOR
THE REPUBLICAN NATIONAL COMMITTEE

Monday, September 8, 1975
6:30 p. m.



Dress: Business suit . . . afternoon dresses for the ladies

Sequence of
Events:

- 6:30 p. m. Your guests will arrive through the Diplomatic Reception Room and will be escorted to the East Room.
- 6:45 p. m. You and Mrs. Ford will be escorted via elevator from the Family Quarters to the Grand Hall where you will meet Mrs. Mary Louise Smith. You, Mrs. Ford and Mrs. Smith will proceed to the East Room to the platform that will be located along the center of the east wall where a podium will be placed.
- Mrs. Mary Louise Smith will make brief opening remarks which will conclude by her introduction of you. You will make brief welcoming remarks.
- Following remarks, you will invite your guests into the State Dining Room for cocktails and hors d'oeuvres. You and Mrs. Ford may wish to join your guests and mingle informally.
- 7:30 p. m. You and Mrs. Ford will bid farewell to your guests and return to the Family Quarters.

NOTES:

A White House photographer will be present.

Military Social Aides will be present.

A String Ensemble will be positioned in the Grand Hall.

Suggested welcoming remarks are attached. (Tab A)

There will be full press coverage of the President's remarks in the East Room and writing pool press coverage of the Reception.



Pat Howard

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By Pat Howard

Revised _____

FACT SHEET
Mrs. Ford's Office



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September 8, 1975
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THE WHITE HOUSE
WASHINGTON

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- Mrs. Mary Louise Smith will make brief opening remarks which will conclude by her introduction of you. You will make brief welcoming remarks.
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Pat Howard



Revised:
9/8/75
5:15 p.m.

THE WHITE HOUSE
WASHINGTON
RECEPTION FOR
THE REPUBLICAN NATIONAL COMMITTEE

Monday - September 8, 1975
6:30 p.m.

Dress:

Business suit ...afternoon dresses for the ladies

Sequence of
Events:

6:30 p.m.

Your guests will arrive through the Diplomatic Reception Room and will be escorted to the East Room.

6:45 p.m.

You and Mrs. Ford will be escorted via elevator from the Family Quarters to the Grand Hall where you will meet Mrs. Mary Louise Smith.

En route to the East Room, you will drop by the Red Room for 2 minutes to accept a pin from a group of 12 Kansas City, Missouri, Republicans, commemorating the selection of Kansas City as the site of the 1976 Republican Convention.

6:48 p.m.

Following the Red Room meeting, you, Mrs. Ford and Mrs. Smith will proceed to the East Room to the platform that will be located along the center of the east wall where a podium will be placed.

Mrs. Mary Louise Smith will make brief opening remarks which will conclude by her introduction of you. You will make brief welcoming remarks.

Following remarks, you will invite your guests into the State Dining Room for cocktails and hors d'oeuvres. You and Mrs. Ford may wish

2.

to join your guests and mingle informally.

7:30 p. m.

You and Mrs. Ford will bid farewell to your guests and return to the Family Quarters.

NOTES:

A White House photographer will be present.

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Suggested welcoming remarks are attached (Tab A).

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THE WHITE HOUSE
WASHINGTON

September 8, 1975

FOR: MRS. FORD

FROM: PAT HOWARD

Attached are the scenario and guest list for the Republican National Reception that you and the President are giving tonight.

Thank you.

REVISED
September 8, 1975
12:45 p. m.

THE WHITE HOUSE
WASHINGTON

RECEPTION FOR
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6:45 p. m. You and Mrs. Ford will be escorted via elevator from the Family Quarters to the Grand Hall where you will meet Mrs. Mary Louise Smith. * You, Mrs. Ford and Mrs. Smith will proceed to the East Room to the platform that will be located along the center of the east wall where a podium will be placed.

* You, Mrs. Ford, and Mrs. Smith will proceed to the Red Room where you will greet the Kansas City Delegation. They will present you with a gift and there will be a short photo opportunity.

Mrs. Mary Louise Smith will make brief opening remarks which will conclude by her introduction of you. You will make brief welcoming remarks.

Following remarks, you will invite your guests into the State Dining Room for cocktails and hors d'oeuvres. You and Mrs. Ford may wish to join your guests and mingle informally.

7:30 p. m. You and Mrs. Ford will bid farewell to your guests and return to the Family Quarters.

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Republican National Committee
Reception

Suggested welcoming remarks are attached. (Tab A)

There will be full press coverage of the President's remarks in the East Room and writing pool press coverage of the Reception.

Pat Howard

WITHDRAWAL SHEET (PRESIDENTIAL LIBRARIES)

FORM OF DOCUMENT	CORRESPONDENTS OR TITLE	DATE	RESTRICTION
List	List for Republican National Committee Members Reception at White House, 9/8/1975. 9 pages.	9/8/1975	C

File Location:

Betty Ford White House Papers, Box ⁹/₁, Folder: "9/8/75 - Republican National Committee Reception"
6/27/2018

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