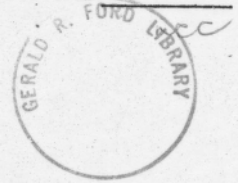


The original documents are located in Box 5, folder “12-22-75 White House Volunteers Christmas Party” of the Betty Ford White House Papers, 1973-1977 at the Gerald R. Ford Presidential Library.

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FACT SHEET
Mrs. Ford's Office

Event Christmas Party
 Group White House Volunteers
 DATE/TIME Monday, December 22, 1975 3:00 p.m.
 Contact Linda Baker Phone 2927
 Number of guests: Total approx. 300 Women X Men (a few) Children --
 Place State Floor
 Principals involved Mrs. Ford
 Participation by Principal yes - mingle informally (Receiving line) no
 Remarks required no
 Background Mrs. Ford is hosting a Christmas party for the White House Volunteers.

REQUIREMENTS

Social: Guest list yes - Anne Higgins' office
 Invitations yes - by Anne Higgins Programs no Menus no
 Refreshments yes - coffee, tea, eggnog, and pastries
 Entertainment no
 Decorations/flowers yes
 Music yes
 Social Aides yes
 Dress Business Suit - Afternoon Dresses for the Ladies Coat check yes
 Other --

Press: Reporters NO PRESS COVERAGE
 Photographers _____
 TV Crews _____
 White House Photographers yes Color yes Mono. --
 Other --

Technical Support: Microphones no PA Other Rooms no
 Recording no
 Lights no
 Transportation cars -- through the Southwest Gate
 Parking South Drive
 Housing --
 Other -- (Risers, stage, platforms) no

Project Co-ordinator Linda Baker Phone 2927

Site diagrams should be attached if technical support is heavy.

THE WHITE HOUSE
WASHINGTON

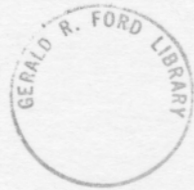
December 19, 1975

Dear Mrs. Ford,

Attached for your review and approval is the proposed scenario for Monday afternoon's event: the Christmas Party for White House Volunteers.

A guest list will be sent to you on Monday.

Linda Baker



THE WHITE HOUSE
WASHINGTON

December 19, 1975

MRS. FORD:

Event: Christmas Party for the White House Volunteers

Date/Time: Monday, December 22, 1975 3:00 p.m.

Place: State Dining Room

Number of
Attendees: 207 guests

Schedule of
Events: 3:00 p.m. Your guests will arrive through the Diplomatic Reception Room and will be escorted to the State Dining Room where refreshments will be served.

Your guests will be given the opportunity to view the Christmas decorations in all of the rooms.

3:10 p.m. Maria Downs will escort you via elevator to the State Dining Room where you will join your guests for refreshments and mingle informally.

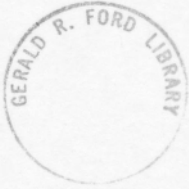
3:30 p.m. You will bid farewell to your guests and return to the Family Quarters.

NOTES:

Marine String Ensemble will be positioned in the Grand Hall.

Marine Harpist will be playing in the Diplomatic Reception Room as your guests arrive.

Military Social Aides will be present.



- 2 - White House Volunteers Christmas
Party

A White House photographer will be present.

There will be no press coverage.

Linda Baker



THE WHITE HOUSE
WASHINGTON

December 22, 1975

FOR: MRS. FORD

FROM: MARIA DOWNS *M*

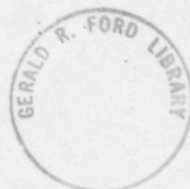
Attached is a list of those who will be attending your Christmas Party for the White House Volunteers today at 3:00 p. m.

Thank you.



AISHTON, Alice
ASCHEBACK, Elise
ATTINELLO, Ruth
AXFORD, Marta
AZZOPARDI, Sr. A.

BABINGTON, Ann
BACON, Florence
BAGGERT, Joyce
BAIER, Terrs
BANGERT, Nancy
BARTON, Carleta
BEACHLEY, Edna
BEAZELL, Mary
BEAMER, Elizabeth
BEHRENS, Jean
BERMAN, Audrey
BERMAN, Edith
BERNST, Betty
BIRELY, Georgia
BISCHOFF, Kathleen
BJORSON, Ramona
BLOEDORN, Polly
BOCEK, Margaret Ann
BONNER, Elizabeth
BRATTER, Dorothy
BROWER, Ada
BYERS, Rachel



CAMPBELL, Bonnie
CANNON, Jessi ca
CAVERLY, Nancy Lou
CLARK, Edna
COLEMAN, Ruby
COMEE, Barbara
CORDOVA, Lucy
COWART, Helen
CROFT, Jane
CUSTER, Charlotte

DANIELS, Lorna
DOLAN, Ruth
DOWNS, Madeline
DUEY, Virginia
DURHAM, Marcene
DUSEK, Mary

EARNHARDT, Eleanor
EDSON, Laura
EFNER, Dorothy
ENGEL, Sabina

FARRAR, Mae
FEASS, Catherine
FELCH, Dolores
FELTNER, Karen
FENTON, Mary
FLETCHER, Dorothy
FLEISHMANN, Loretta
FLYNN, Barbara
FISCHER, Irene
FRANCINE, Laura
FRANKS, Lisa
FRANKS, Wanda
FREEBURGER, Katherine
FREEBURGER, Mary Louise
FREMBD, Edna
FROST, Jackie

GALLAGHER, Sr. Isabel
GEIST, Margaret
GILLIS, Caroline
GOBLE, Louise
GOODWIN, Joan
GORMLEY, Kathleen
GREENE, Lillian
GRIFFIN, Ruby
GROSECLOSE, Gwyn
GRUNDBORG, Jean
GUARINO, Sarah

HAEFELE, Lydia
HAFER, Marion
HAINES, Helen
HAND, Laura
HANKS, Jane
HANNA, Ann
HARMON, Dorothy
HARRIS, Sally
HEINE, Rita
HELTZEL, Gretchen
HENRY, Helen
HENRY, Florence Marie

HURT, Mary Elizabeth
HOBBS, Georgia
HICKS, Brenda
HIGHT, Alyce
HIRSCH, Joan
HOOVER, Mary
HOSKINS, Vashti
HOZA, Sister
HUBER, Florence
HURLEY, Sr. Julia
HURST, Addah Jane

JACOBS, Bonnie
JELESNIANSKI, Silvana
JOHNSON, Annette
JONES, Bobbie

KAELIN, Ruby
KANE, Marilyn
KARGER, Therese
KATO, Opal
KENEHAN, Pauline
KING, Margaret
KLEIN, Marcie
KNIPLING, Shirley
KOSCIUSKO, June
KRAMER, Jan
KREUZER, Ramona

LAMOND, Luella
LAMKE, Judy
LANGSTROTH, Elsie
LARSEN, Madalyn
LAURENTS, Joann
LAWLOR, Mary
LEAVITT, Emily
LEONARD, Elizabeth
LEWIS, Mary
LINDOW, Eva
LIPOW, Loretta
LOGGAN, Juliette
LUBER, Helen
LUKENS, Lois
LUMSDEN, Violet



MAHAN, Frances
MAIER, Eliza
MARTIN, Elizabeth
MARTIN, Twila
MASSIE, Gay
MATHESON, Margaret
MATHESON, Mimi
MC ALLISTER, Lily
MC CANN, Edna
MC KENZIE, Eleanor
MC LEAN, Edwina
MICHAUX, Mary
MITCHELL, Lucille
MOORE, Patsy
MULQUEEN, Moya
MURRAY, Kathryn

NILAND, Theresa
NILLES, Betty
NOBLE, Dorothy

OAKLEY, Bernice
OGLESBY, Betty

PATTERSON, Blanche
PENDLETON, Gay
PERRUSO, Edith
PETERS, Anne
PETERS, Bertha
PINCKERNELL, Louise
POOR, Sally
PORTER, Maxine
PRETTYMAN, Sharon
PUSCHECK, Betty

RAINSFORD, Sr. Cecilia
REED, Sherry
REHMANN, Agnes
RILEY, Jean
RING, Jane
ROANE, Rosemary
ROTHBALLER, Helen
ROW, Sadie



SALEM, Mary Louise
SEITH, Dorothy
SENDLAK, Ethel
SHARP, Linda
SHEEKS, Betsy
SHREVE, Judith
SHRUM, Alma
SIMON, Mary
SMART, Mabel
SMITH, Irene
SMITH, Mellora
STEWART, Barbara
STEVENSON, Martha
ST. JOHN, Judy
STROUD, Catherine
STUKHART, Margaret
SUMMER, Gail
SWEENEY, Helen
STEFANGO, Theola

TALLON, Elizabeth
TAYLOR, Barbara
TIBBS, Amy
TIPTON, Pamela
TISSOT, Mildred
TORPY, Frankie Jo
TOWER, Jean
TUCKER, Jane
TURTON, Anne
TURTON, Dorothy

VOGEL, Ann

WALL, Lois
WARD, Avis
WATWOOD, Ann
WILLEMIN, Sr. Margaret
WILLIAMS, Aimee
WINKLER, Barbara
WINTER, Cynthia
WOOD, Gloria

YARJAN, Ann
YDEEN, Barbara
YEDERLENIC, Janett
YOUNG, Nancy

ZEEMAN, Rae