

The original documents are located in Box 6, folder “4/12/76 - President Ford Committee Reception” 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 Reception
 Group PFC Staff Members and Volunteers
 DATE/TIME April 12, 1976 5:30 p. m.
 Contact Pat Howard Phone 2927
 Number of guests: Total 350-375 Women x Men x Children no
 Place State Floor
 Principals involved President and Mrs. Ford
 Participation by Principal yes (Receiving line) yes
 Remarks required yes
 Background --

REQUIREMENTS

Social: Guest list yes (Tim Austin/Jana Fagan will distribute list.)
 Invitations no Programs no Menus no
 Refreshments cocktails and hors d'oeuvres
 Entertainment no
 Decorations/flowers yes
 Music yes
 Social Aides yes
 Dress Business Suits - Short Dresses for the Ladies Coat checks yes (DRR)
 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 Group will be walking over to the SW Gate & enter thru DRR
 Parking (will start arriving between 5:10 and 5:20 p. m.)
 Housing --
 Other -- (Risers, stage, platforms) platform (ER)

Project Co-ordinator Pat Howard Phone 2927

Site diagrams should be attached if technical support is heavy.

THE WHITE HOUSE

WASHINGTON

April 12, 1976

FOR: MRS. FORD

FROM: MARIA DOWNS *MD*

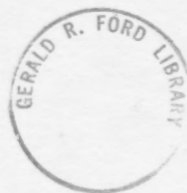
Attached is the briefing paper for tonight's Reception for the PFC Staff Members and Volunteers.

The President will meet you in the Family Quarters at approximately 5:30 p. m. and escort you the State Floor. Mr. Morton will walk into the East Room with you and the President. You will pause for announcement outside the East Room door and then proceed to the platform.

There will not be a receiving line, per Terry O'Donnell.

Secretaries Kleppe, Hills, Simon, Richardson and Usery and Mr. Frank Zarb will attend the Reception. In addition to approximately 50 White House staff members, there will be 27 guests from the RNC which will include Chairman Mary Louise Smith and Co-Chairmen Bob Carter. Also, Mr. Dean Burch will be in attendance and we have yet to hear from Senator Hugh Scott.

Thank you.



THE WHITE HOUSE

WASHINGTON

RECEPTION FOR
VOLUNTEERS, STAFF - PRESIDENT FORD COMMITTEE

Monday, April 12, 1976

5:30 p.m. (one hour)

The East Room

From: Tim Austin

I. PURPOSE

To informally meet with over 200 volunteers and the entire paid staff (100) of the President Ford Committee and to thank them for their efforts in your campaign.

II. BACKGROUND, PARTICIPANTS, PRESS PLAN

A. Background: The President Ford Committee relies heavily on volunteer help for all phases of the campaign effort. This reception is being held to recognize their efforts and long hours of volunteer assistance. In addition, a majority of the paid staffers at the PFC have never been to the White House. This reception was arranged following agreement by Rog Morton and Mrs. Ford that an expression of appreciation to the PFC volunteers would be appropriate and an excellent morale builder.

B. Participants: 200+ PFC volunteers, 100 paid staff of the PFC, 27 staff from the Republican National Committee, 50 members of the White House staff. List of attendees attached at Tab A.

C. Press Plan: Meeting will be announced; press pool only. David Kennerly photos.

III. TALKING POINTS

1. Betty and I are delighted to have you here with us this afternoon.
2. Volunteers are the backbone of any successful campaign effort.



TALKING POINTS (continued)

3. This gathering is but a small token of our appreciation for the vast amount of hours you have given to our campaign effort.
4. We have the momentum but the name of the game now is delegates, and following our early victories and Tuesday night's results in Wisconsin and New York, we are in a commanding position. Pennsylvania is next and there are 103 delegates there which, for the most part, are uncontested.
5. Texas is crucial. People are calling it another New Hampshire because it is the first in the set of 20 some primaries which follow so quickly after May first. The momentum established by a victory in Texas can carry us right through California. We were behind in New Hampshire but with great effort and a good organization, we won. I believe Texas will prove that history repeats itself.
6. With all of you continuing to work on my behalf, I have no doubt that we will win in Texas, in Kansas City and in November.

NOTE: Mrs. Ford may wish to make a few remarks.

