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THE WHITE HOUSE
WASHINGTON

Sheila

changed last
page

THIS YEAR'S FAVORITE POLITICAL WORD

SEEMS TO BE MOMENTUM.

REPORTERS DESCRIBE IT AS THE MYSTERIOUS,

BUT NECESSARY INGREDIENT OF VICTORY.

I KNOW EXACTLY WHAT MOMENTUM IS.

IT IS YOU

AND THE THOUSANDS OF FEDERATION MEMBERS,

WHO PUT IN THE LONG HOURS OF WORK

IT TAKES TO WIN.



THE DIFFERENCE BETWEEN VICTORY AND DEFEAT
IS GETTING VOTERS INFORMED
AND TO THE POLLS.
VICTORY DEPENDS UPON THE MOMENTUM
OF DEDICATED WORKERS.

AS A LONG-TIME MEMBER,
I KNOW HOW INDISPENSABLE
THE G.O.P. WOMEN'S FEDERATION IS IN A CAMPAIGN VICTORY.



SO -- WHENEVER YOU HEAR THAT WORD --

JUST REMEMBER YOU ARE THE FORD-DOLE MOMENTUM.

AND NOW, I WOULD LIKE TO INTRODUCE MY FAVORITE CANDIDATE.

THAT WONDERFUL MAN

WHO LOOKS AFTER THE LADIES.



THE WHITE HOUSE

WASHINGTON

MRS. FORD:

Event: Reception for the Board of Directors of the National Federation of Republican Women

Date/Time: Friday, September 17, 1976 3:00 p. m.

Place: State Dining Room

Number of Attendees: Approximately 100 guests

Principal: Mrs. Laddie F. Hutar (Patricia)
President

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.

3:10 p. m. After your guests have arrived, Maria Downs will escort you via elevator to the Grand Hall area where you will greet Pat Hutar.

You will walk into the State Dining Room with Pat Hutar and mingle informally with your guests.

You will proceed to the platform located along the center of the south end of the State Dining Room and make remarks.

You may wish to join your guests for refreshments or return to the Family Quarters.

NOTES: There will be press coverage.

A White House photographer will be present.

Military Social Aides will be present.

Marine Corps String Ensemble will be positioned
in the Grand Hall.

Guest list is attached.

Background information is attached.

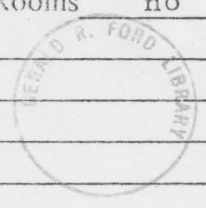
Pat Howard

FACT SHEET
Mrs. Ford's Office

Event Reception
Group National Federation of Republican Women
DATE/TIME September 17, 1976 3:00 p. m.
Contact Mrs. Patricia Hutar (Mary Foster) Phone 484-6670
Number of guests: Total 100-120 Women x Men (few- staff) Children --
Place State Floor
Principals involved Mrs. Ford
Participation by Principal yes (Receiving line) no (mingle informally)
Remarks required no
Background Group will be meeting at the Washington Hilton for their Fall Board Meeting.

REQUIREMENTS

Social: Guest list yes (Pat Howard will distribute list.)
Invitations no Programs no Menus no
Refreshments yes (coffee, iced tea, and tea pastries)
Entertainment no
Decorations/flowers yes
Music yes
Social Aides yes
Dress Bus. Suits - Short Dresses for the Ladies Coat check ?(DRR)
Other --
Press: Reporters yes
Photographers yes
TV Crews --
White House Photographers yes Color yes Mono. ---
Other --
Technical Support: Microphones no PA Other Rooms no
Recording no
Lights no
Transportation Buses (2 or 3) - enter thru SE Gate
Parking South Grounds
Housing --
Other -- (Risers, stage, platforms) --



Project Co-ordinator Pat Howard Phone 2927

Site diagrams should be attached if technical support is heavy.

Sheila's
Copy

Thurs. morning

For Immediate Release

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September 17, at 3 ~~pm~~ p.m. on the State Floor for
the Board of the National Federation of Republican
Women.

Members of the Board are the Presidents of the
52 State Federations, including the District of Columbia
and the Virgin Islands, the national officers and the
chairmen and vice-chairmen ~~nm~~ of the Federation committees.
Approximately 150 guests will attend the reception.

Press pick-up will be at ~~###~~ ~~##~~ ~~##~~ _____.

-0-





National Federation of Republican Women, Mrs. Patricia Hutar, President

News Release

FOR IMMEDIATE RELEASE: Sept. 10, 1976

Contact: Douglas Lee (202) 484-6670

National Federation of Republican Women (NFRW) President Pat Hutar today announced that House Republican Leader John Rhodes (R-Ariz.) will be the featured speaker at the opening session of the NFRW's biannual Board meeting in Washington, D.C.

Rhodes will address approximately 150 of the nation's top Republican women leaders at noon, September 16, at the Washington Hilton Hotel. The meeting will begin on September 16 and conclude at noon on Saturday, September 19. The NFRW has a membership of 230,000 Republican women.

"We recognize that as a majority of the population, women -- especially Republican women -- will have an increasing impact upon the future of this nation," emphasizes Mrs. Hutar. "The National Federation of Republican Women will provide the woman-power this year that will take Republican candidates -- both men and women -- across the thin line separating defeat from victory. Our organization of effective and seasoned campaigners will assure that Republican leadership remains at the helm of this nation.

Senatorial, Congressional and Republican Party leaders will headline the speakers for all of the sessions. Among those scheduled to attend are: Senator Ted Stevens (R-Alaska), Chairman of the National Republican Senatorial Committee; Guy Vander Jagt (R-Mich.), Chairman of the National Republican Congressional Committee; Congresswoman Marjorie Holt (R-Md.), Chairwoman of the Republican Study Committee; Jeanne Holm, Special Assistant to the President for Women's Affairs

(more--)

310 First Street, Southeast, Washington, D.C. 20003, Area Code 202/484-6670

James A. Baker, III, Chairman of the President Ford Committee; Elly M. Peterson, Deputy Chairman for Voter Groups - President Ford Committee, and Director of "People for Ford", a nationwide mobilization of volunteers to support the President.

Other speakers for the NFRW Board Meeting will be announced at a later date.

The members of the news media are invited to attend.

X

X

X





National Federation of Republican Women, Mrs. Patricia Hutar, President

FOR IMMEDIATE RELEASE: Sept. 14, 1976

Contact: Douglas Lee (202) 484-6670

Sept. 16-18, 387-0331 or 323-3941

News Release

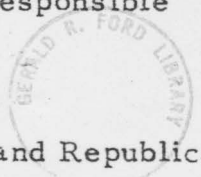
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Senator Laxalt, former Chairman of Citizens for Reagan, currently serves on the President Ford Steering Committee. The Committee, created by President Ford and Committee Chairman Rogers Morton, serves to provide the President with an objective overview on the progress of his election campaign; serves as a forum for discussion of campaign strategy and ideas; and works to promote party unity. Senator Laxalt will speak on Sept. 17 at 8:00 p.m. in the Lincoln Room of the Washington Hilton Hotel.

Republicans are campaigning on a record of performance and real progress, emphasizes Mrs. Hutar. "Republicans believe in a policy of peace through strength. Our nation, under Republican leadership, doesn't have a single American fighting anywhere in the world.

"This Republican Administration has cut inflation in half and its responsible fiscal policies are resulting in a strong economic recovery. The election of a Republican President and a Republican Congress will end the Democrat majority's domination of the Congress for 38 of the last 42 years that led to irresponsible spending of our tax money and the cruel politics of inflation."

A host of Republican leaders including Senatorial, Congressional and Republican Party notables will address various other events during the NFRW meeting. (More 310 First Street, Southeast, Washington, D.C. 20003. Area Code 202/484-6670



The following is a general schedule of events, speakers and the approximate times of the events. Members of the news media are invited to attend.

THURSDAY - Sept. 16 - WASHINGTON HILTON HOTEL

12:30 p. m. ----- OPENING LUNCHEON
Address: The Honorable John J. Rhodes (R-Ariz)
House Republican Leader
Location: International Ballroom East

3:00 p. m. ----- Address: The Honorable Jeanne M. Holm
Special Assistant to the President
Location: Lincoln Room

4:30 p. m. ----- Address: Mrs. William M. (Elly) Peterson
Deputy Chairman-President Ford Comm
Location: Lincoln Room

FRIDAY - SEPT. 17

9:00 a. m. ----- Address: The Honorable Ted Stevens (R-Alaska)
Chairman, National Republican Senatori
Committee
Location: Monroe Room
(Immediately followed by)
Address: The Honorable Guy Vander Jagt (R-Mich)
Chairman, National Republican
Congressional Committee
Location: Monroe Room

12:30 p. m. ----- Luncheon Address: The Honorable W. Henson Moo
Member of Congress (R-La.)
Location: International Ballroom East

8:00 p. m. ----- Brief remarks by: Mary Louise Smith, Chairman,
Republican National Committee
Banquet Address: Senator Paul Laxalt (R-Nev.)
Location: Lincoln Room

SATURDAY - Sept. 18

8:30 a. m. ----- Address: James A. Baker, III
Chairman, President Ford Committee
Location: Lincoln Room West
(Immediately followed by)
Address: Mrs. Joseph (Mary Ellen) Miller
Associate Director - Republican Congre
Committee
Location: Lincoln Room West

11:00 a. m. ----- Address: The Honorable Marjorie S. Holt (R-Md.)
Member of Congress
Location: Jefferson Room

12:00 p. m. ----- Meeting adjourns



NFRW

National Federation of Republican Women, Mrs. Patricia Hutar, President

September 9, 1976

MEMORANDUM TO: PAT HOWARD
FROM: SALLIE BARRE *SB*
RE: NFRW BOARD MEETING INFORMATION

The Board of Directors of the National Federation of Republican Women meets semi-annually to handle the business of the organization and plan programs for the 225,000 federated Republican women across the country. This fall meeting is September 15-18, 1976, at the Washington Hilton Hotel.

Members of the Board are the Presidents of the 52 state Federations (including the District of Columbia and the Virgin Islands), the national officers, and the chairmen and vice-chairmen of various national Federation committees. The committees conceive programs in such areas as campaign, membership, public relations, special voter groups, legislation, and so forth.

The Board last met in Washington in September 1974, and Mrs. Ford received them at the White House at that time. Some current members of the Board also were members then, some are new. In September 1975, the President addressed the Biennial Convention of the NFRW in Dallas, but Mrs. Ford was not with him. Many Board members were delegates and alternates in Kansas City.

During the Board meeting the women will hear from Elly Peterson, Deputy Chairman for Voter Groups of the President Ford Committee (Thursday afternoon) and PFC Chairman Jim Baker (Saturday morning). Other speakers will also emphasize campaigns; and Friday before they go to the White House they will meet with Senator Ted Stevens, Chairman of the Republican Senatorial Committee, and Representative Guy Vander Jagt, Chairman of the National Republican Congressional Committee. Luncheon speaker that day is Representative Henson Moore of Louisiana.



As soon as we receive them from the printer, I will send you a copy of the program.

Enclosed are several publications which will give you an idea of Federation programs. A major NFRW goal this year has been seeking more qualified women candidates for public and Party office, and of course the Federation's purpose is to provide the trained campaign force to elect Republican candidates at all levels.

The NFRW is sponsoring "President Ford Team Day" on October 23, when events and activities on behalf of the President will take place in communities across the nation. And of course many Federation members are serving in official capacities with state and local President Ford Committees everywhere, mostly as volunteers.

Mrs. Laddie F. (Pat) Hutar was elected NFRW President at the 1975 Convention and took office January 1 of this year. Her biography also is enclosed.





April 1976
 Contact: Douglas Lee
 Director of Communications

National Federation of Republican Women, Mrs. Patricia Hutar, President

Biographical Data
 Mrs. Laddie F. (Patricia) Hutar
 President, National Federation of Republican Women

Patricia Hutar of Glenview, Illinois became the 12th President of the National Federation of Republican Women in January, 1976, and as President will preside over the national organization of approximately 230,000 women.

Since taking office, Mrs. Hutar has worked actively to increase the involvement of Republican women in both local and national politics and to encourage them to run for public and party offices. She has been especially active in the development within the Federation of a new young women's program. New Founders '76 is designed to encourage young women to become leaders in the Federation and in the Party.

Pat has been active in the Republican Party for many years...having served as Illinois state and National Public Relations Chairman, as NFRW Fourth Vice-President, Second Vice-President and for four years as First Vice-President of the Federation. Her service in the Republican Party began as precinct captain in 1955, and she has worked in various county, state and Young Republicans organizations, and served as Co-Chairman of the Young Republican National Federation in 1961-1963.

Pat Hutar served as a member of the Presidential Task Force on Womens Rights and Responsibilities and has twice participated in U.S. Study Tours of the North Atlantic Treaty Organization. In 1974, she was named U.S. Representative for the United Nations Commission on the Status of Women and in 1975 headed the U.S. delegation to the International Women's Year Conference in Mexico City.

Former Assistant Chairman of the Republican National Committee (1964-1965), Pat has been a leader in several Presidential campaigns as Illinois Co-Chairman, (1960 & 1964); as Regional Director for the Women's Division in the 1968 Presidential campaign, and served in 1972 as National Director of Volunteers for the Committee for the Re-Election of the President.

She has a diverse professional background as a public affairs consultant and is author of, The Investment Club Way to Stock Market Success, an investment club book. She is active in many business and civic organizations.

Married to Laddie F. Hutar, they have a daughter, Elizabeth and a son,



(REMARKS TO BE USED IF THE PRESIDENT ATTENDS)

National Federation of Republican Women, Friday,
September 17, 1976

This year's favorite political word seems to be momentum. Reporters describe it as the mysterious, but necessary ingredient of victory.

I know exactly what momentum is. It is you and the thousands of Federation members, who put in the long hours of work it takes to win.

The difference between victory and defeat is getting voters informed and to the polls. Victory depends upon the momentum of energetic and dedicated workers. As a long-time member, I know how indispensable the GOP Women's Federation is in a campaign victory.

So---whenever you hear that word---just remember you are the Ford-Dole momentum. And now, I'd like to introduce my favorite candidate. That wonderful man who looks after the ladies.



Sheila

Mrs. Ford's Remarks, National Federation of Republican
Women, Friday, September 17, 1976

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So---whenever you hear that word---just remember you are the Ford-Dole momentum. Together, we are writing the political history of a campaign victory.

-0-



For Immediate Release
Thursday, September 16, 1976

THE WHITE HOUSE
OFFICE OF THE PRESS SECRETARY TO MRS. FORD

Mrs. Ford will hold a reception Friday, September 17, at 3 PM on the State Floor for the Board of the National Federation of Republican Women.

Members of the Board are the Presidents of the 52 State Federations, including the District of Columbia and the Virgin Islands, the national officers and the chairmen and vice-chairmen of the Federation committees. Approximately 150 guests will attend the reception.

#

Press pick-up in West Lobby at 3 PM



THE WHITE HOUSE
WASHINGTON

Sheila,

There is the possibility
of Presidential drop-by,
but that won't be decided
until Friday - depending
on his schedule -

(K)



NEFRW

Douglas O. Lee
Director of Communications

National Federation
of Republican Women

310 First Street, S.E.
Washington, D.C. 20003
202/484-6670

NFRW National Federation of Republican Women

Fran-

I hope this is enough
information for your release
on the NFRW Reception on
Friday.

If you need anything else,
Please call -

Doug



Thurs. morning

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Press pick-up will be at ~~###~~ _____.

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Handwritten notes in a box: W. J. ...





National Federation of Republican Women, Mrs. Patricia Hutar, President

News Release

FOR IMMEDIATE RELEASE: Sept. 10, 1976

Contact: Douglas Lee (202) 484-6670

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(more--)

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X X X

NFRW

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Sept. 16-18, 387-0331 or 323-3941

News Release

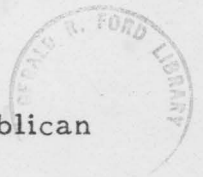
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National Federation of Republican Women, Mrs. Patricia Hutar, President

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April 1976

Contact: Douglas Lee

Director of Communications

National Federation of Republican Women, Mrs. Patricia Hutar, President

Biographical Data

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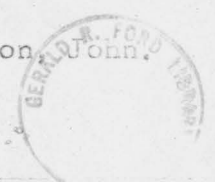
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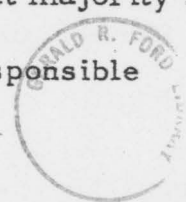
News Release

Senator Paul Laxalt (R-Nev.) will deliver the banquet address to the National Federation of Republican Women's (NFRW) biannual Board meeting in Washington, D.C. on Friday, September 17, according to NFRW President Pat Hutar.

Senator Laxalt, former Chairman of Citizens for Reagan, currently serves on the President Ford Steering Committee. The Committee, created by President Ford and Committee Chairman Rogers Morton, serves to provide the President with an objective overview on the progress of his election campaign; serves as a forum for discussion of campaign strategy and ideas; and works to promote party unity. Senator Laxalt will speak on Sept. 17 at 8:00 p.m. in the Lincoln Room of the Washington Hilton Hotel.

Republicans are campaigning on a record of performance and real progress, emphasizes Mrs. Hutar. "Republicans believe in a policy of peace through strength. Our nation, under Republican leadership, doesn't have a single American fighting anywhere in the world.

"This Republican Administration has cut inflation in half and its responsible fiscal policies are resulting in a strong economic recovery. The election of a Republican President and a Republican Congress will end the Democrat majority's domination of the Congress for 38 of the last 42 years that led to irresponsible spending of our tax money and the cruel politics of inflation."



A host of Republican leaders including Senatorial, Congressional and Republican Party notables will address various other events during the NFRW meeting. (More 310 First Street, Southeast, Washington, D.C. 20003. Area Code 202/484-6670

The following is a general schedule of events, speakers and the approximate time of the events. Members of the news media are invited to attend.

THURSDAY - Sept. 16 - WASHINGTON HILTON HOTEL

12:30 p. m. ----- OPENING LUNCHEON
Address: The Honorable John J. Rhodes (R-Ariz)
House Republican Leader
Location: International Ballroom East
3:00 p. m. ----- Address: The Honorable Jeanne M. Holm
Special Assistant to the President
Location: Lincoln Room
4:30 p. m. ----- Address: Mrs. William M. (Elly) Peterson
Deputy Chairman-President Ford Comm
Location: Lincoln Room

FRIDAY - SEPT. 17

9:00 a. m. ----- Address: The Honorable Ted Stevens (R-Alaska)
Chairman, National Republican Senatori
Committee
Location: Monroe Room
(Immediately followed by)
Address: The Honorable Guy Vander Jagt (R-Mich)
Chairman, National Republican
Congressional Committee
Location: Monroe Room
12:30 p. m. ----- Luncheon Address: The Honorable W. Henson Moo
Member of Congress (R-La.)
Location: International Ballroom East
8:00 p. m. ----- Brief remarks by: Mary Louise Smith, Chairman,
Republican National Committee
Banquet Address: Senator Paul Laxalt (R-Nev.)
Location: Lincoln Room

SATURDAY - Sept. 18

8:30 a. m. ----- Address: James A. Baker, III
Chairman, President Ford Committee
Location: Lincoln Room West
(Immediately followed by)
Address: Mrs. Joseph (Mary Ellen) Miller
Associate Director - Republican Congre
Committee
Location: Lincoln Room West
11:00 a. m. ----- Address: The Honorable Marjorie S. Holt (R-Md.)
Member of Congress
Location: Jefferson Room
12:00 p. m. ----- Meeting adjourns





National Federation of Republican Women, Mrs. Patricia Hutar, President

September 9, 1976

MEMORANDUM TO: PAT HOWARD
FROM: SALLIE BARRE *SB*
RE: NFRW BOARD MEETING INFORMATION

The Board of Directors of the National Federation of Republican Women meets semi-annually to handle the business of the organization and plan programs for the 225,000 federated Republican women across the country. This fall meeting is September 15-18, 1976, at the Washington Hilton Hotel.

Members of the Board are the Presidents of the 52 state Federations (including the District of Columbia and the Virgin Islands), the national officers, and the chairmen and vice-chairmen of various national Federation committees. The committees conceive programs in such areas as campaign, membership, public relations, special voter groups, legislation, and so forth.

The Board last met in Washington in September 1974, and Mrs. Ford received them at the White House at that time. Some current members of the Board also were members then, some are new. In September 1975, the President addressed the Biennial Convention of the NFRW in Dallas, but Mrs. Ford was not with him. Many Board members were delegates and alternates in Kansas City.

During the Board meeting the women will hear from Elly Peterson, Deputy Chairman for Voter Groups of the President Ford Committee (Thursday afternoon) and PFC Chairman Jim Baker (Saturday morning). Other speakers will also emphasize campaigns; and Friday before they go to the White House they will meet with Senator Ted Stevens, Chairman of the Republican Senatorial Committee, and Representative Guy Vander Jagt, Chairman of the National Republican Congressional Committee. Luncheon speaker that day is Representative Henson Moore of Louisiana.



As soon as we receive them from the printer, I will send you a copy of the program.

Enclosed are several publications which will give you an idea of Federation programs. A major NFRW goal this year has been seeking more qualified women candidates for public and Party office, and of course the Federation's purpose is to provide the trained campaign force to elect Republican candidates at all levels.

The NFRW is sponsoring "President Ford Team Day" on October 23, when events and activities on behalf of the President will take place in communities across the nation. And of course many Federation members are serving in official capacities with state and local President Ford Committees everywhere, mostly as volunteers.

Mrs. Laddie F. (Pat) Hutar was elected NFRW President at the 1975 Convention and took office January 1 of this year. Her biography also is enclosed.





April 1976
 Contact: Douglas Lee
 Director of Communications

National Federation of Republican Women, Mrs. Patricia Hutar, President

Biographical Data
 Mrs. Laddie F. (Patricia) Hutar
 President, National Federation of Republican Women

Patricia Hutar of Glenview, Illinois became the 12th President of the National Federation of Republican Women in January, 1976, and as President will preside over the national organization of approximately 230,000 women.

Since taking office, Mrs. Hutar has worked actively to increase the involvement of Republican women in both local and national politics and to encourage them to run for public and party offices. She has been especially active in the development within the Federation of a new young women's program. New Founders '76 is designed to encourage young women to become leaders in the Federation and in the Party.

Pat has been active in the Republican Party for many years...having served as Illinois state and National Public Relations Chairman, as NFRW Fourth Vice-President, Second Vice-President and for four years as First Vice-President of the Federation. Her service in the Republican Party began as precinct captain in 1955, and she has worked in various county, state and Young Republicans organizations, and served as Co-Chairman of the Young Republican National Federation in 1961-1963.

Pat Hutar served as a member of the Presidential Task Force on Womens Rights and Responsibilities and has twice participated in U.S. Study Tours of the North Atlantic Treaty Organization. In 1974, she was named U.S. Representative for the United Nations Commission on the Status of Women and in 1975 headed the U.S. delegation to the International Women's Year Conference in Mexico City.

Former Assistant Chairman of the Republican National Committee (1964-1965), Pat has been a leader in several Presidential campaigns as Illinois Co-Chairman, (1960 & 1964); as Regional Director for the Women's Division in the 1968 Presidential campaign, and served in 1972 as National Director of Volunteers for the Committee for the Re-Election of the President.

She has a diverse professional background as a public affairs consultant and is author of, The Investment Club Way to Stock Market Success, an investment club book. She is active in many business and civic organizations.

Married to Laddie F. Hutar, they have a daughter, Elizabeth and a son, John.



THIS YEAR'S FAVORITE POLITICAL WORD

SEEMS TO BE MOMENTUM.

REPORTERS DESCRIBE IT AS THE MYSTERIOUS,

BUT NECESSARY INGREDIENT OF VICTORY.

I KNOW EXACTLY WHAT MOMENTUM IS.

IT IS YOU


AND THE THOUSANDS OF FEDERATION MEMBERS,

WHO PUT IN THE LONG HOURS OF WORK

IT TAKES TO WIN.

THE DIFFERENCE BETWEEN VICTORY AND DEFEAT
IS GETTING VOTERS INFORMED
AND TO THE POLLS.
VICTORY DEPENDS UPON THE MOMENTUM
OF DEDICATED WORKERS.

AS A LONG-TIME MEMBER,
I KNOW HOW INDISPENSABLE
THE G.O.P. WOMEN'S FEDERATION IS IN A CAMPAIGN VICTORY.



SO -- WHENEVER YOU HEAR THAT WORD --
JUST REMEMBER YOU ARE THE FORD-DOLE MOMENTUM.
WE NEED YOU, AND WE APPRECIATE ALL YOU ARE DOING --
FROM DOOR-TO-DOOR CANVASSING TO VOTER EDUCATION.

AND NOW I WOULD LIKE TO INTRODUCE MY FAVORITE CANDIDATE.
THAT WONDERFUL MAN,
WHO NOT ONLY LOOKS AFTER THE GOVERNMENT,
BUT ALSO LOOKS AFTER THE LADIES.

For Immediate Release
Thursday, September 16, 1976

THE WHITE HOUSE
OFFICE OF THE PRESS SECRETARY TO MRS. FORD

Mrs. Ford will hold a reception Friday, September 17, at 3 PM on the State Floor for the Board of the National Federation of Republican Women.

Members of the Board are the Presidents of the 52 State Federations, including the District of Columbia and the Virgin Islands, the national officers and the chairmen and vice-chairmen of the Federation committees. Approximately 150 guests will attend the reception.

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Press pick-up in West Lobby at 3 PM

THE WHITE HOUSE

WASHINGTON

MRS. FORD:

Event: Reception for the Board of Directors of the National Federation of Republican Women

Date/Time: Friday, September 17, 1976 3:00 p. m.

Place: State Dining Room

Number of Attendees: Approximately 100 guests

Principal: Mrs. Laddie F. Hutar (Patricia)
President

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.

3:10 p. m. After your guests have arrived, Maria Downs will escort you via elevator to the Grand Hall area where you will greet Pat Hutar.

You will walk into the State Dining Room with Pat Hutar and mingle informally with your guests.

You will proceed to the platform located along the center of the south end of the State Dining Room and make remarks.

You may wish to join your guests for refreshments or return to the Family Quarters.

NOTES: There will be press coverage.

A White House photographer will be present.

Military Social Aides will be present.

Marine Corps String Ensemble will be positioned
in the Grand Hall.

Guest list is attached.

Background information is attached.

Pat Howard

Fran

THE WHITE HOUSE

WASHINGTON

September 1, 1976

MEMORANDUM TO: MARIA DOWNS

FROM: SUSAN PORTER
P.

As we have discussed, on September 17th, at 3:00 p.m., Mrs. Ford will receive the members of the National Federation of Republican Women, who are in town attending their Fall Board Meeting. Prior to coming to the White House, the group will be attending a luncheon at their hotel. There is the possibility that those attending will be bringing other Federation guests, which Pat Hutar will ultimately want to clarify with you. I expect the number will be somewhere between 100 and 160. As you know, Mrs. Ford attended a brunch in Kansas City at the time of the Convention given by members of the National Federation who were attending the Convention. The contact is Mrs. Patricia Hutar, President (484-6670). The file is attached.

Thank you.

c: BF Staff
William Nicholson
Jerry Jones
Jeanne Holm
Rex Scouten
Mike Farrell
Staircase



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WASHINGTON

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Sally

FACT SHEET
Mrs. Ford's Office

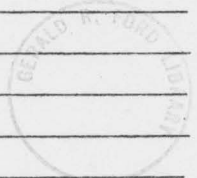
Event Reception
Group National Federation of Republican Women
DATE/TIME September 17, 1976 3:00 p. m.
Contact Mrs. Patricia Hutar (Mary Foster) Phone 484-6670
Number of guests: Total 100-120 Women x Men (few- staff) Children --
Place State Floor
Principals involved Mrs. Ford
Participation by Principal yes (Receiving line) no (mingle informally)
Remarks required no
Background Group will be meeting at the Washington Hilton for their Fall Board Meeting.

REQUIREMENTS

Social: Guest list yes (Pat Howard will distribute list.)
Invitations no Programs no Menus no
Refreshments yes (coffee, iced tea, and tea pastries)
Entertainment no
Decorations/flowers yes
Music yes
Social Aides yes
Dress Bus. Suits - Short Dresses for the Ladies Coat check ?(DRR)
Other --
Press: Reporters yes
Photographers yes
TV Crews --
White House Photographers yes Color yes Mono. ---
Other --
Technical Support: Microphones no PA Other Rooms no
Recording no
Lights no
Transportation Buses (2 or 3) - enter thru SE Gate
Parking South Grounds
Housing --
Other -- (Risers, stage, platforms) --

Project Co-ordinator Pat Howard Phone 2927

Site diagrams should be attached if technical support is heavy.



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WASHINGTON (UPI) -- BETTY FORD HAS INVITED THE BOARD OF THE NATIONAL FEDERATION OF REPUBLICAN WOMEN TO A RECEPTION TOMORROW AFTERNOON, THE WHITE HOUSE ANNOUNCED TODAY.

MEMBERS OF THE BOARD ARE THE PRESIDENTS OF THE 52 STATE FEDERATIONS, INCLUDING THE DISTRICT OF COLUMBIA AND THE VIRGIN ISLANDS.

MRS. FORD CAMPAIGNED IN LANSING, MICH. AND COLUMBUS, OHIO, EARLIER TODAY, ARRANGING TO RETURN TO WASHINGTON IN THE EVENING.

UPI 09-16 04:35 PED

MRS. FORD HOSTS RECEPTION FOR THE BOARD OF THE NATIONAL FEDERATION OF REPUBLICAN WOMEN, WHITE HOUSE STATE FLOOR, 3:00 P.M.

CEREMONY ON THE STATE FLOOR FOR THE RETURN OF



FACT SHEET
Mrs. Ford's Office

Event Briefing and Reception
 Group Young Presidents' Organization and Their Spouses
 DATE/TIME September 16, 1976 Briefing 3:00 - 5:00 p. m. Recept. 5:00 - 6:15 p.
 Contact John Vickerman Phone 6441
 Number of guests: Total approx. 300 Women x Men x Children no
 Place State Floor
 Principals involved President
 Participation by Principal yes (Receiving line) ?
 Remarks required yes
 Background --

REQUIREMENTS

Social: Guest list yes (John Vickerman 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 check yes (DRR)
 Other --

Press: Reporters TO BE RESOLVED
 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 (enter thru SE Gate)
 Parking South Grounds
 Housing --
 Other -- (Risers, stage, platforms) platform

Project Co-ordinator Pat Howard Phone 2927

Site diagrams should be attached if technical support is heavy.