

Dated February 4, 1941.  
Received February 18, 1941.  
Granted May 10 1941.



MEMBERSHIP NO 754

THE AMERICAN INSTITUTE OF ARCHITECTS

APPLICATION FOR MEMBERSHIP

RECORD OF THE SECRETARY OF THE INSTITUTE

*In due order  
February 18, 1941  
H. G. ...*

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- A Name of applicant... Raymond Willard Olson..... Chapter New York.....
- B Address of applicant 210 West 54th Street, New York, N.Y......
- C Applicant proposed by Eldredge Snyder..... and George Trofast-Gillette...
- D Application received with check for \$10.00..... on..... February 18, 1941.
- E Application returned for correction..... 19 .
- F Application in due order on..... February 18, 1941 .  
Record of registration, Form S39, Sent N.Y., s. Feb. 20, 1941 . Received. Feb. 25, 1941.
- G Notices sent to chapter executive committee:  
(a) Form S11, reasonable time ending on..... March 20, 1941, on Feb. 20, 1941 .  
(b) Form S12, 30 day extension ending on..... April 23, 1941 on Mar. 22 1941 .
- H Acknowledgments to applicant, proposers, and chapter on..... February 20, 1941 .
- I Certified resolution of chapter executive committee recommending admission  
~~or that application be denied~~ received on..... April 12 1941 .
- J No report from chapter executive committee on..... 19 .
- K Application sent to The Board of Examiners on..... May 6 1941 .
- L The Board of Examiners reported on application on..... May 6 1941 .
- M Applicant was admitted on..... May 10 1941 .
- N Notice and certificate to applicant and notice of assignment to chapter and letter  
to proposers on..... May 10 1941 .
- O Notice of denial of application to chapter and applicant and \$..... 19 .  
returned to applicant on.....

CERTIFICATION OF ELECTION AND ASSIGNMENT

I, Secretary of The American Institute of Architects, hereby certify that, under authority vested in me by The Board of Directors, I have this day duly elected  
Raymond Willard Olson  
to membership in The Institute, and hereby declare him to be a corporate member of The  
Institute and assign him to membership in the New York Chapter.

Date May 10 1941 .

Chas. J. ...  
Secretary



ORIGINAL

File the original with The Secretary of The American Institute of Architects.

File the duplicate, on gray paper, with the secretary of the local chapter of The Institute.

The American Institute of Architects

# APPLICATION FOR MEMBERSHIP

I, the undersigned, do hereby apply for corporate membership in The American Institute of Architects.

1. My full name is **RAYMOND WILLARD OLSON**

2. State whether a natural or a naturalized citizen.

2. I am a **native born** citizen of **The United States of America**

3. My legal residence is in the City of **New York**

County of **New York** State of **New York**

4. State whether residence or office address.

4. My address in The Institute records will be **(residence address)**

Street **210 West 54th St.**

City **New York City** State **New York**

5. State whether as a practicing architect, a teacher, a public official, etc.

5. I am engaged in the profession of architecture as **architectural draughtsman**

6. I desire to be a member of the **National and New York City** Chapter.

7. I declare that I have read the by-laws, the rules and regulations, and the Standards of Practice of The American Institute of Architects, and the by-laws and rules and regulations of the chapter of which I desire to become a member, and that I understand the duties, responsibilities and obligations thereunder of a member of The Institute, and I do hereby expressly agree and declare that, if admitted to membership, I will to the best of my ability abide by and comply with such by-laws, rules and regulations, and will abide by and uphold said Standards of Practice and conduct my practice of the profession accordingly. I am financially able to undertake all pecuniary obligations of a member to The Institute and to the chapter.

8. Receipt required.

8. I filed the duplicate of this application with the secretary of the chapter above named and attach his receipt therefor. I am not indebted to The Institute or to any of its chapters or state association members.

9. I enclose my check for \$ **10.00** for admission fee and the current annual dues. It is my understanding that if for any reason you do not admit me to membership, all of said amount will be returned to me, except five dollars which you will retain as an examination fee.

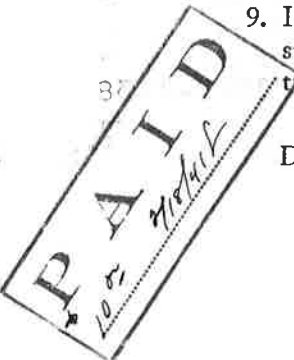
Date **Feb. 4, 1941**

*Raymond Willard Olson*  
Applicant sign full name in ink

1.

THE AMERICAN INSTITUTE OF ARCHITECTS  
1941 FEB 18 AM 9:36  
WASHINGTON, D.C.

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STATISTICS

10. Date of birth ~~April 13, 1913~~<sup>1913</sup> Place of birth Winona, Minnesota

11. I am registered or licensed to practice architecture in the following named states:

(State or States) By Examination

(State or States) By Exemption

New York State #5268 by examination

(a) I hold a Certificate No. .... of the National Council of Architectural Registration Boards.  
N.C.A.R.B. certificate applied for concurrently with this application

EDUCATION

12. I attended the following named schools (high school, private school, college or university); have held the following named scholarships; have travelled in the following named countries:

Entered Blake Country Day School in Minneapolis in 1921  
Graduated Cum Laude in 1930

Entered Princeton Univ. architectural school in 1930

Supplimentary courses, Summer Session, Univ. of Minn. 1931

Bachelor of Arts Cum Laude in Architecture, Princeton Univ. 1934

Master of Fine Arts in Architecture, Princeton Univ. 1936

Butler Prize in Architecture, Princeton Univ. 1936

Award from A.I.A. for second highest record for six years  
Princeton Univ. 1936

Travel Limited to this country and Canada

PROFESSIONAL TRAINING

13. I list below, in chronological order, the periods of my training as draftsman, the names and addresses of my principal employers, and my classification as draftsman while employed by each:

Liebenberg & Kaplan, Architects & Engineers, McKnight Bldg.  
Minneapolis, Minn. Apprentice draughtsman Summer 1934

Apprentice carpenter A.F.of L. Summer 1935

Hewitt & Brown (both F.A.I.A.) Architects & Engineers, now deceased. Firm carried on by D. P. Setter of Magney, Tussler, & Setter, Foshay Tower Minneapolis. Worked for Mr. Hewitt in capacity of general draughtsman, designer, public relations, and construction supervisor. Also worked with Herman Olson, City Planning Engineer of Minneapolis, under Mr. Hewitt. 1936-1938

Eldredge Snyder A.I.A. 101 Park Ave. New York City. Work in capacity of general draughtsman, detailer, checker, and construction supervisor 1938<sub>2</sub> to present.

PROFESSIONAL PRACTICE

14. I list below, in chronological order, the periods during which and the states in which I have practiced architecture as an individual or as a member of a firm or corporation or have taught architecture or the arts and sciences allied therewith. (State names of firms or corporations and of schools or colleges)

none

PRESENT OR PREVIOUS MEMBERSHIPS IN ARCHITECTURAL ORGANIZATIONS

none

- 15. Member of Institute from \_\_\_\_\_ to \_\_\_\_\_
- 16. Junior of Institute from \_\_\_\_\_ to \_\_\_\_\_
- 17. Associate of \_\_\_\_\_ Chapter from \_\_\_\_\_ to \_\_\_\_\_
- 18. Junior Associate of \_\_\_\_\_ Chapter from \_\_\_\_\_ to \_\_\_\_\_
- 19. Member of State Association in \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

ENDORSEMENT BY PROPOSERS

I, the undersigned, do hereby certify that I have read the statements made herein above by the applicant and believe them to be correct. I vouch for him and for his honorable standing in this community and in his profession. I believe he is fully qualified for membership and I propose him therefor.

I have known the applicant for 3 years.

I have known the applicant for 2 years.

Signed

*Edward J. Snyder*  
Proposer

Signed

*George Trofast-Sillett*  
Proposer

181 Park Ave

3.

101 Park Ave

190



THE AMERICAN  
INSTITUTE OF ARCHITECTS  
1941 FEB 25 PM 1:08  
WASHINGTON, D. C.

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.  
Office of The Secretary

RECORD OF REGISTRATION  
OF

Raymond Willard Olson, New York, N.Y.  
(Name of Applicant)

FEB 21 1941  
Finance Division

SECRETARY,  
BOARD OF ARCHITECTURAL EXAMINERS,

Address Bureau of Professional Examinations  
Albany, New York.

Dear Sir:

The above named applicant for membership in The American Institute of Architects is an architect practicing in your state.

To qualify for such membership, an applicant, if resident in a state having registration or licensing laws for architects, must be registered or licensed by the state to practice architecture therein.

Will you please answer the following questions relating to the applicant's registration, to assist The Institute in determining his eligibility for membership? A duplicate of the form is enclosed for your files.

Date February 20, 1941

Chas. J. Ingraham  
Secretary

1. Is the applicant registered or licensed to practice architecture in your state? licensed
2. Was his registration or licensing by examination? yes or by exemption?
3. What was the scope of the examination? license issued August 10, 1940 after passing written examinations in arch. Design History + Theory of arch, arch. Engineering + arch. Prac. + materials; graduate Princeton Univ. School of arch. June 1936
4. What was the period of the examination? 4 days. Written examination 3 1/2 hours; Oral examination 1 1/2 hours.
5. When examined, did applicant have a certificate from the National Council of Architectural Registration Boards? no record If so, give Certificate No. Science
6. Date of last registration Sept. 13 1940 Registration No. 5268 Is it current? yes

Herbert J. Hamilton  
(Signature of Secretary of Board)

Herbert J. Hamilton, Chief  
New York State Education Department  
(Name of Board)

Date Feb 27 1941

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THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

May 10, 1941

Dear Mr. Olson:

The Secretary is happy to inform you that your application for membership in The Institute was acted on favorably by The Board of Directors and that you were admitted to corporate membership in The Institute and assigned to membership in the New York Chapter, effective May 10, 1941. You will be a member of that chapter, or of some other chapter if you later transfer thereto, until your membership in The Institute terminates.

Your certificate of membership, duly executed by the Officers of The Institute, will be sent in due course.

The Board of Directors welcomes you to membership in The Institute and The Secretary's office is at your service to the extent of its power.

The policies and the activities of The Institute are developed largely from problems arising within the chapters. By taking an active part in your chapter affairs you will contribute to the advancement of the objects of The Institute and will increase the benefits to be derived from Institute membership.

We beseech your active cooperation.

Sincerely,



Secretary

Mr. Raymond Willard Olson, A.I.A.  
210 West 54th Street,  
New York, N. Y.

CTI:bey

RAYMOND WILLARD OLSON

Architect

THE AMERICAN  
INSTITUTE OF ARCHITECTS

210 West 54th Street, New York City

1942 MAY 15 AM 11:47

WASHINGTON, D. C.

May 14, 1942

American Institute of Architects  
Washington, D.C.

Mr. Truman

I have your bill dated February 1, 1942, to my  
brother for balance due of \$8.75. He is now in  
Terrebonne, working on the naval base and I am  
not certain whether he paid this before he left.  
If this bill is unpaid, please let me know and  
I shall forward a check immediately.

Sincerely yours,  
Margaret Olson  
210 W. 54th St.

pd \$8.75  
3-30-42 in full  
cm

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

May 16, 1942

Dear Miss Olson:

In response to your inquiry of May 14, 1942,  
this is to advise that the balance of \$8.75 for Mr.  
Raymond Olson's 1942 Institute dues was received  
at this office on March 30, 1942.

Sincerely yours,

Assistant Treasurer

Miss Margaret Olson  
210 W. 54th Street  
New York City

K:M:W



THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

2-10  
COPY

March 16, 1944

Dear Mr. Olson:

In accord with a letter of March 15, 1944, from the Executive Secretary of the New York Chapter, we write to advise as follows:

Your Institute dues have been waived for the duration of the war - beginning January 1, 1944.

The Officers of The Institute hope that it will be possible for you to maintain your interest in the society throughout this war. They send their best wishes for your safe return to the practice of architecture.

By direction of The Secretary.

Sincerely yours,

Executive Secretary

Mr. Raymond W. Olson  
210 West 54th Street  
New York, New York

ECK:ER

cc to: Executive Secretary, New York Chapter, Miss Waters

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

2-3  
COPY

September 29, 1944

Dear Mr. Olson:

With reference to previous correspondence, and particularly our letter of August 8th, we are pleased to send you, herewith, copy of A.I.A. BULLETIN No. 5, containing an outline of program in the interest of architects and architectural draftsmen in the armed forces.

Sincerely yours,

Executive Secretary

Sec/Sgt. Raymond W. Olson 42030538  
785th Engr. Pet. Dist. Co.  
APO 782, C/o Postmaster  
New York, New York

K/G  
Enclosure

(See 235)

RAYMOND WILLARD OLSON

Architect

210 West 54th Street, New York City

9/16/46

THE AMERICAN  
INSTITUTE OF ARCHITECTS  
1946 SEP 16 PM 2:38  
WASHINGTON D.C.

A. I. A.  
1741 New York Ave N.W.  
Washington D.C.

Gentlemen.

I have been out of the Army since January 23<sup>rd</sup> of this year. The New York Chapter was immediately notified and I assumed everything was in order. This past summer I paid my regular dues.

Will you please correct your records accordingly.

Sincerely,

Raymond W. Olson

Not billed  
and record  
of dues being  
paid.

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

2-3  
COPY

September 17, 1946

Dear Mr. Olson:

Thank you for your letter of September 16 which gives us the information desired.

We have not been sending you any bills for Institute dues because you have been in the service.

As you went back to civilian life on January 23, we have started your Institute dues as of July 1, 1946, and a statement will come to you in due course.

With best wishes for a constantly improving practice of architecture, I am

Sincerely yours,

Assistant Treasurer

ECK:dd

cc to: Executive Secretary, New York Chapter, A.I.A.

Mr. Raymond W. Olson, A.I.A.  
210 West 54th Street  
New York 19, N.Y.

*Mrs M  
States, please*

425 East 51st Street  
New York, New York  
September 11, 1951

American Institute of Architects  
1741 New York Avenue  
Washington 6, D. C.

Gentlemen:

Will you please accept my resignation  
from the American Institute of Architects.

Very truly yours,

*Raymond W. Olson*  
Raymond W. Olson  
425 East 51st St.  
New York, N.Y.

1941

rwo;mb  
cc N.Y.Chapter

*Elected 1941*

*owes \$140 or  
for 1951  
 dues*

*9/17/51  
 dues card removed.*

*S. M.*



THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

COPY

*Suzanne*

September 20, 1951 *Olson*

Dear Mr. Olson:

It is with much regret that we have received your letter of September 11th advising that you wish to resign your corporate membership in The Institute and the New York Chapter.

We are obliged to call to your attention that in order to accept your resignation as a member in good standing it will be necessary to receive payment of your A.I.A. dues for the first two installments of 1951 in the total amount of \$27.00.

Upon receipt of this payment, and advice to the effect that you are in good standing in the New York Chapter, also, we can proceed to act on your resignation.

With best wishes,

Yours sincerely,

*JWR*  
J. W. Rankin  
Administrative Secretary

Mr. Raymond W. Olson  
425 East 51st Street  
New York, New York

JWR/fhg

Copy to the Secretary,  
New York Chapter, A.I.A.

Please advise if Mr. Olson is in good standing in the New York Chapter.

JWR

NEW YORK CHAPTER OF THE A.I.A.

C  
O  
P  
Y

October 4, 1951

Mr. Edmund R. Purves  
American Institute of Architects  
1741 New York Avenue, N.W.  
Washington 6, D. C.

Dear Mr. Purves:

This is to advise you that the Executive Committee at its last meeting approved the transfer of Alden deHart from the New Jersey Chapter to the New York Chapter.

In regard to the request of Daniel L. Eggers for transfer from the Washington-Metropolitan Chapter to the New York Chapter, the Executive Committee has approved the transfer pending correction of your official form to read "David" instead of "Daniel", inasmuch as we have reason to believe that it is David Eggers who is requesting the transfer.

Copy of your letter to Raymond W. Olson has been received. Mr. Olson is in arrears for 1951 dues in the amount of \$30.00.

Sincerely yours,

(S) TERU MORIMOTO

Assistant to Executive Secretary

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

2-3  
COPY  
Olson

October 18, 1951

My dear Mrs. Short:

We have received, with appreciation, your Assistant's letter of October 4th, advising of approval of the transfers of Messrs. Alden deHart, A.I.A., and David L. Eggers, A.I.A., to the New York Chapter.

These transfers have been completed and you will have received notices to that effect by this time.

With regard to the status of Mr. Raymond W. Olson, who has advised of his wish to resign his corporate membership, we note that he owes for his 1951 Chapter dues, as well as his A.I.A. dues. Under the circumstances, his resignation cannot be accepted, as we have advised him previously, and unless those dues are paid by the end of the year, his membership will be suspended - of which he has been notified, also.

If there are any further developments with regard to his status we shall be sure to let you know.

Yours sincerely,

J. W. Rankin  
Administrative Secretary

Mrs. Jane Short, Executive Secretary  
New York Chapter, A.I.A.  
115 East 40th Street  
New York 16, New York

JWR/fhg



THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON 6, D. C.  
Office of The Secretary

NOTICE OF SUSPENSION OF MEMBERSHIP

March 1, 1952

To: Mr. Raymond Willard Olson  
425 East 51st Street  
New York, New York

It is with much regret that we send to you, and to your chapter secretary, this notice of the suspension of your corporate membership in The Institute, and in its component organizations to which you are assigned—because of non-payment of Institute dues.

This suspension is effective as of December 31, 1951. The sending of this notice has been delayed with the earnest wish that you might take some action in the matter.

The purpose of The Institute in permitting a membership to be suspended at the end of the year for default of dues rather than terminated forthwith is to enable the member in default to *restore his membership within the period of suspension, without applying therefor and without paying a readmission fee.* The period of grace terminates on December 31 of the year next following the date of suspension: in your case, on December 31 of the current year.

At any time during the period of suspension you may restore your membership to good standing by paying to The Institute your defaulted dues.

We sincerely hope that circumstances will make it convenient for you to meet your present obligation to The Institute before December 31, 1952.

The Institute values and needs your active support. The other Officers join with me in the hope that your membership may soon be restored to good standing.

Sincerely yours,

*Clair W. Ditchy*  
Secretary.

Copy of this notice as "Notice" to the following:

- ~~Mr. Frank G. Lopez~~....., Secretary
- ~~New York Chapter~~..... Chapter, A.I.A.
- ~~Mr. J. W. Briggs~~....., Secretary
- ~~New York State Assn.~~..... State Organization Member

This copy of notice to the corporate member named herein is official notice of the suspension of his membership in The Institute and in the chapter to which he is assigned. Please note on your records accordingly.

Until you receive notification of the restoration of membership or of its termination, the member named should be carried on your rolls as a *suspended* Institute member. You will be advised if and when his membership is restored to good standing.

CLAIR W. DITCHY, Secretary

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THE AMERICAN INSTITUTE OF ARCHITECTS  
1741 NEW YORK AVENUE, N. W., WASHINGTON 6, D. C.  
Office of The Secretary

**NOTICE OF IMPENDING TERMINATION OF MEMBERSHIP**

To Mr. Raymond Willard Olson  
425 East 51st Street  
New York, N.Y.

As of January 1 of this year, it was necessary for The Secretary to inform you that, because of your default of dues at the close of the previous year, your membership in The Institute had been suspended.

At that time you were advised that you could restore your membership within the ensuing twelve months period by paying your indebtedness, and that if you failed to so restore your membership it would automatically terminate at the close of the year.

The Secretary hereby notifies you that to date you have not restored your membership, being still indebted to The Institute in the amount stated below, and that, if you do not pay at least the dues for 1951 on or before December 31 of this year (1952), your memberships in The Institute and in its chapters of which you are a member will terminate on that date.

The Board sincerely hopes you will not allow this to happen.

December 1, 1952.

  
Secretary.

**Indebtedness:**

\$80.00

Copy mailed to Secretary  
of following named chapter:

New York



Member



THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON 6, D. C.  
Office of The Secretary

NOTICE OF TERMINATION OF MEMBERSHIP

March 1, 1953

To: Mr. Raymond Willard Olson  
425 East 51st Street  
New York, N. Y.

It is with much regret that we send to you, and to those indicated below, this notice of termination of your corporate membership in The Institute, and in its component organizations to which you are assigned—because of non-payment of Institute dues.

This termination is effective as of December 31, 1952. The sending of this notice has been delayed with the earnest wish that you might take some action in the matter.

We sincerely hope that circumstances will make it convenient for you to meet your present obligation to The Institute and to apply for readmission.

The Institute values and needs your active support. The other Officers join with me in the hope that the loss of your membership is only temporary.

Sincerely yours,

  
Secretary.

Copy of this notice as "Notice" to the following:

- .....Mr. Richard A. Kimball.....Secretary
- .....New York.....Chapter, A.I.A.
- .....Mr. J. N. Briggs.....Secretary
- .....New York State Ass'n.....State Organization Member  
of Archts.

This copy of notice to the former member named herein is your official notice of the termination of his membership in The Institute and in the chapter to which he was assigned. Please change your records accordingly.

CLAIR W. DITCHY, Secretary

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