

Application for Membership

October 26th 26
JAN 26, 1936

*To the Secretary of the American Institute of Architects,
The Octagon House, Washington, D. C.*

SIR:

I hereby apply for Membership in the American Institute of Architects.

I hereby certify that the following statements are correct:

Name. Robert E. Graham,

Address 25 Prospect Street, Middletown, New York.
 [Number and Street.] [City.] [State.]

Place and date of birth.....Tarrytown, N. Y. July 27, 1891.

Graduate in architecture. Syracuse University, Class 1914.
[If required in your case, give name of institutions and year.—Attach evidence of Diploma or Certificate of graduation.]

Holder of Scholarship in architecture.....[If required in your case, attach evidence.]

Passed the qualifying examinations of the Royal Institute of British Architects, or the examinations for the first class of the Ecole des Beaux Arts.....
[If required in your case, state which, and attach evidence of Certificate.]

If an Associate of a Chapter of the Institute, give name of chapter.....

If practicing architect, firm name Robert R. Graham, Architect.

Have been in practice Seven years.

If draughtsman, employed by _____

Collegiate and office training Four years college; three years of fice
and ^{seven} ~~three~~ years personal practice. (two years war service)

I have carefully examined the Constitution and By-Laws of the Institute and the "Circular of Advice Relative to Principles of Professional Practice and Canons of Ethics," and I agree, if elected, honorably to maintain them.

I further agree, if elected to membership in the American Institute of Architects, that if at any time my membership shall cease, either by my own resignation or by any action taken by the Institute, I will then, by that fact, relinquish all rights of any character that I may have acquired by reason of such membership in the property, real or personal, of the American Institute of Architects, and of the Chapter of the Institute of which I am then a member.

[Signature of Applicant.]

I hereby certify that the signer of this application was duly elected an Associate of the _____
 [For use when the applicant is an Associate.]

Chapter, A. I. A., on the following date. _____
 [Insert date of election to chapter.]

Without endorsement I hereby take ~~action~~ ^{action} on behalf of my
Chapter that this applicant is applying for Institute Secretary.
Membership

~~ship~~ ~~Wm H. Hamm~~ Secretary.

We, the undersigned members of the American Institute of Architects, have carefully examined the foregoing statement and believe it to be correct. We know the applicant personally, and consider that his work and practice warrant his admission to Membership.

(I)

(2)

(3)

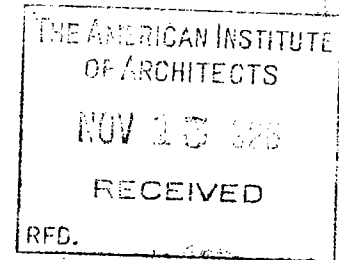
[The signatures of three Institute members are here required unless the applicant has the unanimous endorsement of his Chapter, in which case certification to that effect should be made above by the Secretary. Unanimous endorsement is that endorsement in which each Institute member of the Chapter had an opportunity to express himself by letter ballot either for or against the member proposed. No other form of unanimous endorsement will be accepted.]

Prelim. Fee. \$800 11/18/76
Initiation
Plan. End.
Exhibits not req.
On Priv. Com. of

ROBERT R. GRAHAM
ARCHITECT
MIDDLETOWN, N.Y.

November 13 , 1926.

American Institute of Architects,
Octagon House,
Washington, D. C.



Gentlemen:

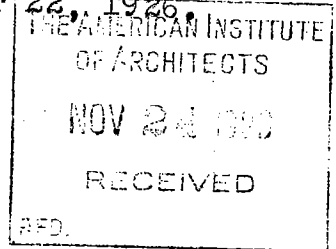
Enclosed please find my application for
Membership in the New York Chapter of the American
Institute of Architects.

I am also enclosing check for \$5.00 to
your order.

Very truly yours,

ROBERT R. GRAHAM
ARCHITECT
MIDDLETOWN, N. Y.

November 22, 1926.



American Institute of Architects,
Washington,
D. C.

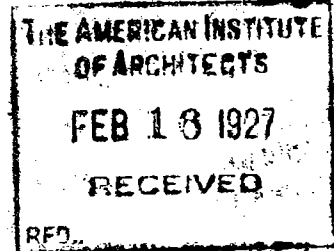
Gentlemen:

With further reference to the application which I have submitted for membership in the American Institute of Architects, please be advised if you desire any further information regarding our office methods would be pleased to have you take the matter up with Mr. D. H. Canfield, a Fellow of the American Institute of Architects who practices in Middletown, New York.

I thought it might be better to have my signatures from outside of the city and for that reason did not ask Mr. Canfield to sign same, although I have been associated with him on various projects.

Very truly yours,

RRG/RCC



H. VAN BUREN MAGONIGLE *President*
19 WEST 44TH STREET
WILLIAM O. LUDLOW *Vice-President*
19 WEST 44TH STREET
WILLIAM HARMON BEERS, *Secretary*
19 WEST 44TH STREET
CHARLES H. HIGGINS *Treasurer*
19 WEST 44TH STREET
LE ROY E. KERN *Recorder*
19 WEST 44TH STREET

NEW YORK CHAPTER
OF THE
AMERICAN INSTITUTE OF ARCHITECTS
19 WEST 44TH STREET VANDERBILT 7585

Executive Committee

WILLIAM HARMON BEERS
ARTHUR LOOMIS HARMON
CHARLES H. HIGGINS
LANSING C. HOLDEN
LE ROY E. KERN
WILLIAM O. LUDLOW
FREDERICK MATHESIU
H. VAN BUREN MAGONIGLE
C. B. J. SNYDER
EGERTON SWARTWOUT
D. EVERETT WAID

February 15, 1927

Mr. E. C. Kemper, Executive Secretary,
The American Institute of Architects,
The Octagon House,
Washington, D. C.

Dear Mr. Kemper:

We have received an application
form from Mr. Robert T. Graham, of 25 Prospect Ave.,
Middletown, N. Y., which gives the name of
Earl Hallenbeck as proposer.

Mr. Hallenbeck does not appear in
the Annuary. He is not a member of the Chapter.
Has he, perhaps, been elected to membership since
the Annuary was issued? If so, will you please
advise his address? Thank you.

Yours very truly,

Emma Riedel
Assistant Secretary

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

COPY

MR. VAN BUREN HUGHES
19 WEST 44TH STREET
WILLIAM C. LUDLOW
19 WEST 44TH STREET
WILLIAM HARMON DEERS
19 WEST 44TH STREET
CHARLES H. HIGGINS
19 WEST 44TH STREET
LE ROY E. NEFF
19 WEST 44TH STREET

AMERICAN INSTITUTE OF ARCHITECTS

19 WEST 44TH STREET

NEW YORK 36, N. Y.

WILLIAM HUGHES
ARTHUR H. H. HARRIS
CHARLES H. HIGGINS
LANSING H. HARRIS
LE ROY E. NEFF
WILLIAM C. LUDLOW
WILLIAM HARMON DEERS
VAN BUREN HUGHES
B. J. SHYDER
ROBERT N. GRAHAM
EVERETT WALKER

February 18, 1927

February 18, 1927

Dear Mr. Graham:-

Mr. E. C. Kupper, Secretary,

With further reference to your application for Institute membership, we have just discovered that two of your endorsers (Messrs. Earl Hallenbeck and Daniel P. Higgins) are not members of the Institute. Therefore, we are returning your application for the purpose of having you secure the signatures of two Institute members.

You also stated in your letter of November 22 that Mr. D. H. Canfield is a Fellow of the A. I. A., but according to our records he is not a Member or a Fellow of the A. I. A.

For your convenience we are enclosing a copy of the Annuary, on pages 70-72 of which will be found the personnel of the New York Chapter, which might be of some help in procuring the signatures of two Institute members. Then elected to membership since the annuary was issued? If so, will you please

Trusting you will not promptly in this matter, I am,

Sincerely yours,

Emma Kupper

Assistant Secretary

Executive Secretary

Mr. Robert N. Graham,
25 Prospect Avenue,
Middletown, New York.

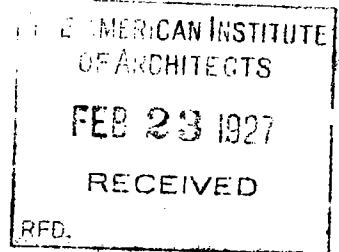
K:VB
ENCL

COPY TO

FILES PRESIDENT SECRETARY TREASURER

ROBERT R. GRAHAM
ARCHITECT
MIDDLETOWN, N. Y.

February 21, 1927



Mr. E. C. Kemper,
Executive Secretary,
American Institute of Architects,
Washington, D. C.

Dear Mr. Kemper :

Your letter of February 18th received,
and I am forwarding my application to New York
for two signatures by members of the New York
Chapter of the American Institute of Architects.

Mr. Hollenbeck was a member of the
Institute when I originally made out the appli-
cation several years ago, but must have dropped
his membership. I do not understand why Mr.
Higgins signed this for I explained to him at
the time that I needed signatures of three
members of the New York Chapter, however, I
will have this attended to within the next week
and will return the application to you at that
time.

Thanking you, I am

Very truly yours,

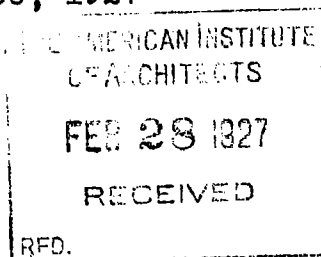
A handwritten signature in dark ink, appearing to read "R. R. Graham".

RRG/RCC

ROBERT R. GRAHAM
ARCHITECT
MIDDLETOWN, N.Y.

February 26, 1927

Mr. C. E. Kemper,
American Institute of Architects,
Washington, D. C.



Dear Mr. Kemper:

Enclosed please find my application for membership in the New York Chapter of the American Institute of Architects. I have had Mr. L. Andrew Reinhard and Mr. Otto Langman sign in addition to Otto R. Eggers. I believe that this makes the application complete.

Very truly yours,

RRG/RCC

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

COPY

February 21, 1927

February 28, 1927 RECEIVED

Dear Mr. Graham: Member,
Executive Secretary
This will acknowledge receipt of your application with
the endorsements of Messrs. Langmann and Reinhard affixed thereto.
The application is now complete and is pending, along with many
others, before the New York Chapter. When it is formally re-
leased we will lose no time in advising you concerning the action
taken.

Mr. Hollenbeck and a member of the
Institute who **Cordially yours,**
saw the application several years ago, but must have dropped
his membership. I do not understand why Mr.
Higgins signed this for I explained to him at
the time that I would be **Executive Secretary**
members of the New York Chapter, however, I
will have this attended to within the next week
and will return the application to you at that
time.

Mr. Robert R. Graham,
25 Prospect Street,
Middletown, N. Y.

Very truly yours,

K:VB

COPY TO

FILES PRESIDENT SECRETARY TREASURER

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

ROBERT R. GRAHAM
25 PROSPECT STREET
MIDDLETOWN, N. Y.

APRIL 21, 1927

Mr. C. W. Rogers,
American Institute of Architects,
Washington, D. C.

Dear Mr. Rogers:

Enclosed please find my application for
membership in the New York Chapter of the American
Institute of Architects, dated April 21, 1927.
I am sure that the Institute will be glad to
accept my application.

Dear Mr. Graham:-

Acting for the Secretary, I am pleased to advise you of
your election to Membership in The American Institute of Ar-
chitects, effective April 15, 1927.

You have been assigned to the New York Chapter as an In-
stitute Member in good standing therein, and the Secretary of
the Chapter has been so notified.

The enclosed statement covering dues for the last three
quarters of the current year should receive prompt attention.

Your subscription to the Institute Journal will begin with
the June issue, available in May.

May I take this opportunity to say that the Office of the
Secretary at the Octagon is for the service of every Institute
Member. Should the occasion arise we shall be glad to give you
our best cooperation.

Cordially yours,

Mr. Robert R. Graham,
25 Prospect Street,
Middletown, N. Y.

Executive Secretary.

Mr. Robert R. Graham,
25 Prospect Street,
Middletown, New York.

K:VB
ENCL

ROBERT R GRAHAM · ARCHITECT
MIDDLETOWN, NEW YORK

Sept. 15, 1932

American Institute of Architects,
Octagon Building,
Washington, D. C.

Gentlemen:

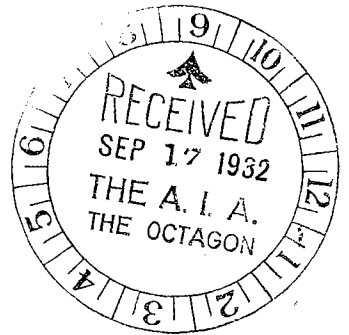
I am getting ready to have
some new stationary printed and I am
wondering whether you recommend, or wish,
Architects to use the initials A.I.A.
after their name.

I have noticed recently that
a number of Architects from up the State who
are members of the American Institute of Architects
follow this practice. Would appreciate your
advice.

Very truly yours,

R.R. Graham

RRG/RCA



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

23
COPY

September 19, 1932.

Dear Mr. Graham:

Receipt is acknowledged of your letter of September 15th, in which you inquire as to the Institute's recommendation concerning the use of "A. I. A." on letterheads after the member's name.

The By-Laws state that membership in the Institute shall be designated by the initials, "A. I. A." It is noticed by this office that an increasing number of members are using this designation on their letterheads.

The use of this designation is, of course, a personal matter, but is one which the Officers of the Institute believe should be encouraged.

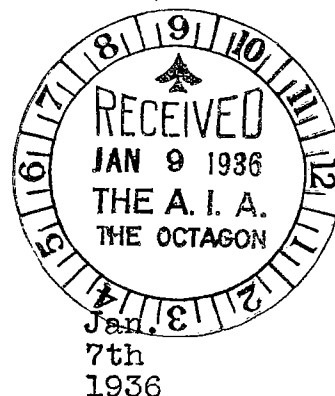
Sincerely yours,

Executive Secretary.

Mr. Robert R. Graham, A. I. A.,
25 Prospect Street,
Middletown, New York.

K:H:B

ROBERT R. GRAHAM
ARCHITECT
MIDDLETOWN, NEW YORK



The American Institute of Architects
The Octagon
Washington, D. C.

Gentlemen:

I seem to have my records pretty well mixed up as to payment of dues. We sent a check for dues either to you or to the New York Chapter for \$48.75 on December 13th, 1935.

If you will please notify me at once as to my arrears I assure you that I will be very glad to take care of them.

Very truly yours,


Robert R. Graham

RRG:AOB

*Check for 48⁷⁵ not received by Institute
Indebtedness for 1935, after all credits
applied is - 0 -*

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

ROBERT E. GRAHAM
ARCHITECT
MIDDLETOWN, N. Y.

2-3
COPY

January 11, 1936.

The American Institute of Architects
The Secretary
Washington, D. C.

Sir:

Dear Mr. Graham:

In response to your letter of January 7th:

Your check for \$48.75 was not received by the
Institute. Your only indebtedness was for 1935 - \$5.00;
we deducted a credit of \$10.00 which you had for 1935 and
1936.

If you can take care of this item, or even send
a note for it prior to January 31, 1936, your membership
can be restored in good standing as of January 1, 1936.

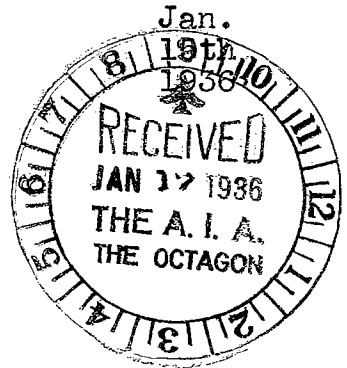
Sincerely yours,

Executive Secretary.

K-C

Mr. Robert E. Graham,
25 Prospect Street,
Middletown, New York.

ROBERT R. GRAHAM
ARCHITECT
MIDDLETOWN, NEW YORK



American Institute of Architects
The Octagon
Washington, D. C.

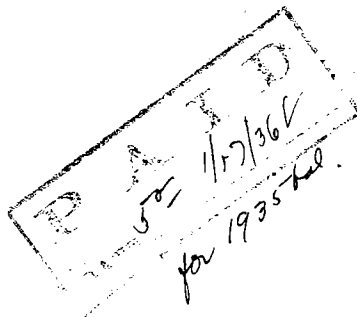
Gentlemen:

I do not understand the last paragraph in your letter of January 11th in which you state that my membership can be restored in good standing as of January 1st. I did not know that my membership was not in good standing. My dues are all paid in the New York Chapter and according to your letter my dues are paid in the Institute up to January 1st, 1935. However, I note that I still owe \$5.00 dues and I enclose check for same which according to your letter should pay my dues up to January 1st, 1936.

Very truly yours,


Robert R. Graham

RRG:AOB
ENC-1



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

2-3
COPY

~~Copy to the Secretary,
New York Chapter~~

January 21, 1936

Dear Mr. Graham:

We wish to acknowledge and thank you for your letter of January 15th, with check in the amount of \$5.00 to cover the balance due on your Institute dues for the period ending December 31, 1935.

Under the By-laws, a member whose dues are not paid within three months after the first of the year shall be considered to be in default, and therefore, not in good standing. However, during the last five years, by action of the Convention and the Board of Directors, no pressure has been brought to bear upon those members whose dues were not paid. The resolution of the Convention of 1934 which extended this period of leniency until December 31, 1935, has necessitated the recent action by the Institute in discontinuing the memberships of those whose dues were not paid in full as of December 31, 1935. A period of extension has been granted to January 31st.

With the payment just made by you, your name has been removed from the list of delinquent members, and you are now in good standing.

Sincerely yours,

Mr. Robert R. Graham, A.I.A.,
Middletown,
N. Y.

Executive Secretary