

Halstead, Jackson Co
Alabama

11/10/24
filed

Application for Membership

Sep. 10, 1924

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 Jackson C. Halstead

Address 502 Lincoln Life Bldg. Birmingham, Ala.
[Number and Street.] [City.] [State.]

Place and date of birth Sep. 2, 1876 - Louisville, Ky.

Graduate in architecture _____
[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 Alabama Chapter

If practicing architect, firm name J. C. Halstead

Have been in practice 3 1/2 years.

If draughtsman, employed by _____
[State number of years.]

Collegiate and office training Offices of John Parkinson, A.C. Martin, and Marston Van Pelt, Los Angeles, Cal (and others)

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.

J. C. Halstead
[Signature of Applicant.]

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

Chapter, A. I. A., on the following date December 12, 1924
[Insert date of election to chapter.]

Secretary.
Alabama Chapter, A. I. A.

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.

- (1) George Woodcock
- (2) Hugh Martin
- (3) W. D. Warner

[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.]

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September 15, 1924.

Dear Mr. Halstead:-

Permit me to acknowledge with gratification, and on behalf of the Secretary, your application for membership in the American Institute of Architects, received by reference from the Secretary of the Alabama Chapter.

In order that your application may be acted upon at the November meeting of the Board of Directors it is hoped that you will send at your early convenience the customary routine exhibits.

These should consist of working drawings and photographs of two executed buildings which need not be specially prepared, may be taken from your office files, and will be returned later.

Another essential requirement before your application can be formally acted upon is the remittance of \$5.00 to cover the Preliminary fee - which is required of all applicants.

Very truly yours,

Executive Secretary.

Mr. Jackson C. Halstead,
502 Lincoln Life Building,
Birmingham, Alabama.

K:VB

J. C. HALSTEAD
A R C H I T E C T
324 CHAMBER OF COMMERCE
BIRMINGHAM, ALABAMA

October 29, 1924.

Dear Mr. Kemper:

Permit me first to acknowledge with appreciation your interest in my application, and to apologize for having waited until the last moment to act upon your advice. Press of work in an extraordinarily busy season is my excuse.

I am enclosing herewith my check for \$5.00 to cover the preliminary fee, and am to day forwarding to you under separate cover two sets of blueprints and two photographs, as required.

I trust that these will arrive in time to be acted upon at the November meeting. May I ask that you acknowledge their receipt and advise me whether they were in time?

Yours very truly,



Mr. Edward C. Kemper,
Executive Secretary,
The Octagon House,
Washington, D. C.

Received Payment
American Institute of Architects
By 10/31/24 [Signature]

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

DR. DANIEL H. HULL, JR.
BIRMINGHAM, ALABAMA

COPY

October 20, 1924.

Dear Mr. Kemper:

Permit me first to acknowledge with appreciation your interest in my application, and to apologize for having waited until the last moment to act upon your advice. Press of work in an extraordinarily busy season is my excuse.

November 1, 1924.

Dear Mr. Halstead:-

I am enclosing herewith my check for \$5.00 to cover the application fee, and am in the process of forwarding to you two photographs, as required. This will advise that your exhibits sent in connection with your application for Institute Membership have come to hand safely, but regret to say they were not received in time to include your name on the last privileged communication sent to the Membership. However, another such communication will probably be mailed during November and your name will appear thereon.

Very truly yours,

Mr. Edward C. Kemper,
Executive Secretary,
The Octagon House,
Washington, D. C.

Executive Secretary.

Mr. J. C. Halstead,
Chamber of Commerce,
Birmingham, Alabama.

K:VB

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

COPY

December 22, 1924.

My dear Mr. Halstead:-

Acting for the Secretary, I am pleased to advise you of your election to membership in the American Institute of Architects, effective December 22, 1924.

You have been assigned to the Alabama Chapter as an Institute member in good standing therein, and the Secretary of the Chapter has been so advised.

No charge for 1924 dues will be made against you and your subscription to the Institute Journal will begin with the January issue.

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.

Very truly yours,

Executive Secretary.

Mr. J. C. Halstead,
502 Lincoln Life Bldg.,
Birmingham, Ala.

K:D

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

COPY

February 14, 1930.

Dear Mr. Halstead:

It is with genuine regret that I write, as Secretary of the Institute, to advise you of the termination of your membership in the Institute and the Alabama Chapter, effective December 31, 1929, for non-payment of Institute dues.

The Treasurer, and the Secretary's Office, sent to you various statements of account and letters in the hope that you would find it possible to make a remittance in whole or in part, and thereby continue your support of The American Institute of Architects and your Chapter.

It is realized that conditions in the building industry have been unfavorable during much of the past year, and for that reason we made a special effort to retain your membership as long as possible.

May I venture to express the personal hope that conditions in your locality will soon improve, and that you will then make application for reinstatement in the Institute and your Chapter the first order of business.

The reinstatement procedure is easy and can be accomplished by addressing a letter to the Secretary of the Institute, through the Secretary of the local Chapter.

With best wishes, and with the hope that we may soon regain your affiliation and support, I am

Sincerely yours,

Secretary.

Mr. Jackson C. Halstead,
502 Lincoln Life Building,
Birmingham, Alabama.

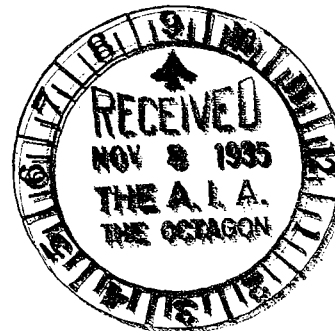
FCB:TRD.

612 Blount Building,
Pensacola, Florida.

Dropped for non-payment dues effective Dec. 31, 1929
Owed dues for 1928, 1929 - \$50.00.-

LM

November 5, 1935.



Mr. Edward C. Kemper,
Executive Secretary,
The Octagon,
Washington, D. C.

Dear Mr. Kemper:

As your records will show, I was a member of the Alabama Chapter, A.A.I., and---about '31, I think---allowed my membership to lapse through non-payment of dues. Because, of course, I was too hard up to do otherwise.

I should like to become reinstated. Has the Institute ever taken any action toward making any allowance off the dues to encourage members to become active again, or will it be necessary to pay up the entire back dues?

Yours cordially,

J. C. Halstead
Jackson C. Halstead

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

COPY

Copy to the Secretary,
Alabama Chapter.

Handwritten signature

November 11, 1935

Dear Mr. Halstead:

We are glad to have your letter of November 5th with regard to the possibility of your applying for reinstatement to membership in The American Institute of Architects and the Alabama Chapter.

Your membership was discontinued effective December 31, 1929, at which time you were indebted for Institute dues for 1928 and 1929, in the amount of \$50.00.

Under the procedure now in effect, by authority of the Board of Directors a former member applying for reinstatement may pay \$25.00 dues for the period of 1931-33, inclusive, and upon such payment, the Board may remit any indebtedness for previous years. Accordingly, if you could make payment of \$25.00 on account of your back dues, the balance of the indebtedness undoubtedly would be remitted by the Board.

The attached excerpt from the June, 1934, issue of The Octagon in this respect is self-explanatory.

Should you decide to apply for reinstatement, such application should come through the Chapter, and from the Chapter to The Octagon with the Chapter's recommendation thereon. For your information, the Secretary of the Alabama Chapter is Mr. Hugh Martin, 910 Title Guarantee Building, Birmingham, Ala.

A meeting of the Board of Directors of the Institute will be held in Washington commencing December 3rd. Perhaps you could complete your application for reinstatement to permit submission to the Board at that meeting for consideration and action.

K/G
Enc.

Sincerely yours,

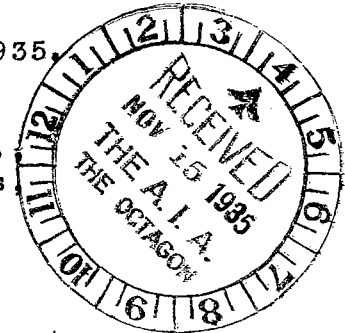
Mr. Jackson C. Halstead
612 Blount Building,
Pensacola, Florida.

Executive Secretary

612 Blount Building,
Pensacola, Florida.

November 13, 1935.

Mr. Edward C. Kemper, Exec. Sec.
American Institute of Architects
Washington, D. C.



Dear Mr. Kemper:

Thank you for your very prompt response to my enquiry about reinstatement. I enclose copy of application to the board, which I have forwarded to Hugh Martin in Birmingham for action by the chapter.

I have decided to remain in Florida, and the simplest and quickest way to be registered here is through membership in the A. I. A. Also, it is the most satisfactory to me. It will be necessary for me to have from you a certificate of good standing in the A. I. A. to accompany my application for registration to the State Board of Architecture. This meets the first week in January. The schedule works out beautifully if there is no delay.

I am prepared to pay up to and including 1935, under the reduced schedule of dues. I did not send remittance with the application for reinstatement because I did not know whether the 1935 dues were back to the standard rate. Will you please advise? Would it not be more expeditious to forward the payment directly to you, since I am not in Birmingham, or must that, too, go through the Alabama Chapter?


Thank you again for all the trouble I am causing you.

Yours cordially,

J. C. Halstead
Jackson C. Halstead.

Mr. Kemper - 2.

P. S. - In packing up my belongings at the time I gave up my office in Birmingham my original certificate of membership in the A. I. A. got tucked away in some corner, and while I have had my office furniture and files shipped down here, so far I have been unable to unearth it. Can I get a new one with the same old date on it?

A handwritten signature in dark ink, appearing to be 'J. A. Kemper', written over a horizontal line.

612 Blount Building.
Pensacola, Florida.

November 13, 1935.

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

Gentlemen:

I hereby make application
for reinstatement as a member of the
American Institute of Architects.

I am now living in Pensa-
cola, Florida, but as my membership
at the time it lapsed (through ina-
bility to pay the dues) was in the
Alabama Chapter, I am making this
application through that Chapter.

Your action upon this at
your next meeting will be appreci-
ated.

Yours respectfully,

Jackson C. Halstead.

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

Copy to the Secretary,
Alabama Chapter

Dec 13

November 15, 1935

Dear Mr. Halstead:

This will acknowledge your letter of November 13th.

It is noted that you have sent your application for reinstatement to membership in the Institute and the Alabama Chapter through the Secretary of the Chapter. No doubt the Chapter will advise you and The Octagon shortly with regard to its action thereon.

The payment for your back Institute dues should be sent direct to this office.

The dues for 1935 are \$15.00.

Upon reinstatement to membership, a certification as to your membership and good standing therein can be furnished. If action on your reinstatement can be completed by the Board at its meeting in December, the certification will be sent to you promptly thereafter.

It will be possible, also, to obtain for you a duplicate of your A.I.A. membership certificate. Mr. Hammond was President at that time, and Mr. Baldwin was Secretary. No doubt both of these past officers would be glad to sign such a certificate. A nominal charge is made for such a certificate - to cover the cost of engrossing and engraving. We can arrange for this after completion of the reinstatement procedure.

Sincerely yours,

Executive Secretary.

K/g

Mr. Jackson C. Halstead,
612 Blount Building,
Pensacola, Florida.

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

COPY

December 12, 1935

Dear Mr. Halstead:

This will formally advise you that the Board of Directors at its meeting in December, reinstated you as a member in good standing in The American Institute of Architects, with assignment to the Alabama Chapter, effective December 5, 1935.

The Secretary of the Chapter has been advised accordingly.

In accordance with your previous request, we are sending to you, herewith, and in duplicate, a certification as to your membership in the Institute.

The certificate of membership, to duplicate the one which you misplaced, will also be prepared and sent to you as soon as it can be engrossed and signed.

By direction of the Secretary.

Sincerely yours,

Executive Secretary.

K/G

Enclosures

Mr. Jackson C. Halstead, A.I.A.,
612 Blount Building,
Pensacola, Florida.

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

COPY

December 12, 1935

TO WHOM IT MAY CONCERN:

This will certify that Mr. Jackson C. Halstead, of
Pensacola, Florida, is a member in good standing in The
American Institute of Architects.

Executive Secretary

K/g

612 Blount Building,
Pensacola, Florida.



May 30, 1936.

Mr. Edward C. Kemper,
Executive Secretary, A. I. A.,
The Octagon,
Washington, D. C.

Dear Mr. Kemper:

My registration in Florida was held up at the January meeting of the board on a technicality with regard to my Alabama registration. This has been corrected and my application to the Florida board comes up again on the 10th of June, when, I hope, there will be no further delay.

However, the secretary of the board--who seems to be a fiend for technical detail---advises me to get a certificate from you as to my good standing in the A. I. A. dated this year, to bring his file up to date. I hate to trouble you again, but the matter, of course, is vital to me. Will you please send this to me at once?

Apparently I was a little confused in the matter of dues. I had expected to be called upon by this time for further payment. When am I due to pay dues?

I want to take this opportunity to again thank you, cordially and gratefully, for your very friendly and efficient attention to my case.

Sincerely yours,

J. C. Halstead
J. C. Halstead.

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intended 12-30-36
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12/4/35 covered
3 Period 25.00
20.00
1/2 - 10.00
53.00
RM

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

COPY

June 2, 1936

Dear Mr. Halstead:

Responding to your letter of May 30th:

When you were reinstated to membership in The Institute, December 5, 1935, you made a payment of \$55.00 which was applied to your Institute dues as follows:

In full for dues in default	\$25.00	
Dues for 1936	20.00	
On account of dues for 1937	<u>10.00</u>	\$55.00

As you will note, your Institute dues have been paid for 1936 and partly for 1937, which accounts for the non-receipt of a statement for further dues payment up to this time.

We are glad to send to you, herewith, certification to your good standing in The Institute, which you wish to have for presentation to the Florida registration board.

Sincerely yours,

Assistant Executive Secretary

W/g
Enclosure

Mr. J. C. Halstead, A.I.A.,
612 Blount Building,
Pensacola, Florida.

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

COPY

June 2, 1936

To Whom It May Concern:

This will certify that Mr. J. C. Halstead, 612 Blount
Building, Pensacola, Florida, is a member in good standing in
The American Institute of Architects.

Executive Secretary

K/g

J. C. Halstead,
612 Blount Building,
Pensacola, Florida.

July 12, 1936.

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

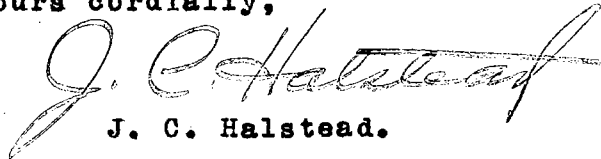
Dear Mr. Kemper:

Enclosed herewith is the address
card sent me. The address is correct.

However, I was wondering if the
actual date of my admission to the Insti-
tute would not hold inspite of the lapse
due merely to financial reasons.

Of course, it is not a really
vital matter, but I somehow hate to lose
that eleven years of membership on the
record.

Yours cordially,


J. C. Halstead.

elected 1924
Dropped 1929
Renotated Dec. 1935-

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

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Dear Mr. Halstead:

July 28, 1936.

Dear Mr. Halstead:

This is the first opportunity to respond to yours of July 12.

We would like very much to carry in The Annuary, which we hope will be republished in 1937, the original date of your admission to The Institute.

However, it appears that the general rule to govern us will require the publication of the re-admission date, rather than the original admission date.

Should there be any change in this requirement, we will not fail to comply with your request.

Sincerely yours,

Executive Secretary.

Mr. J. C. Halstead, A.I.A.,
612 Blount Building,
Pensacola, Florida.

ECK*8