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Hoffman, Edward
2-3 JK

Application for Membership

Sept 29, 1919

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 Edward F. Hoffman Jr.
Address 1627 Sanson St. Philadelphia Penna
Place and date of birth West Chester Pa - July 27, 1888
Graduate in architecture University of Pennsylvania B.S. in Architecture 1910
Holder of Scholarship in architecture _____

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 an Associate of a Chapter of the Institute, give name of chapter Philadelphia Chapter

If practicing architect, firm name Edward F. Hoffman Jr.

Have been in practice _____ years 4 months

If draughtsman, employed by _____

Collegiate and office training 1 1/2 years office of Grace Tumbauer, 1/2 years office of D. K. Boyd, 4 years office of Furness Evans & Co., 5 months office of Paul A. Davis 3rd.

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.

Edward F. Hoffman Jr.
[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.]

Secretary.

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) William B. Smith
- (2) Allen [unclear]
- (3) Edmund B. Gilchrist

[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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Nov. 10, 1919

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

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December 12, 1919

My dear Mr. Hoffman:-

As Secretary of the Institute, it is my pleasure and duty to advise you of your election to membership in the American Institute of Architects, effective December 11, 1919.

You have been assigned to the Philadelphia Chapter, and I am sending a copy of this communication to Mr. Paul A. Davis, the Secretary.

You will receive under separate cover the Proceedings of the 52nd Convention and the Annuary for 1919-1920; and in due course an engrossed Certificate of Membership.

In view of the lateness of your election no charge will be made for current dues.

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 will be glad to give you our best cooperation.

Very truly yours,

Secretary.

Mr. Edward F. Hoffman, Jr.,
1627 Sansom Street,
Philadelphia, Pa.

P:VB

Copy to Mr. Davis, Secretary of the Philadelphia Chapter.

COPY TO

FILES PRESIDENT SECRETARY TREASURER

EDWARD F. HOFFMAN JR.

ARCHITECT

1627 SANSON STREET

PHILADELPHIA

TELEPHONE,
LOCUST 388

Oct. 2, 1919

The Secretary
American Institute of Architects
The Octagon House
Washington D.C.

Dear Sir;

I am enclosing an application for membership in the American Institute of Architects.

I am now, and have been, since 1912, a member of the Philadelphia Chapter. While I was in the army I received a notice informing me that I had been elected as an institute member, without initiation fee, but I failed to take advantage of my election as I was sent abroad, and had no definite plans as to resuming the practice of architecture.

Since my discharge, I have opened an office, and should like, if possible, to take advantage of being admitted under the conditions regarding admission which existed at the time I was notified of my election.

H. T.

Yours very truly

Edward F. Hoffman Jr.

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3/5 minutes with
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American Inst. of Architects
RECEIVED
OCT 8 1919
REFERRED

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UNIVERSITY OF PENNSYLVANIA

THE TOWNE SCIENTIFIC SCHOOL

PHILADELPHIA

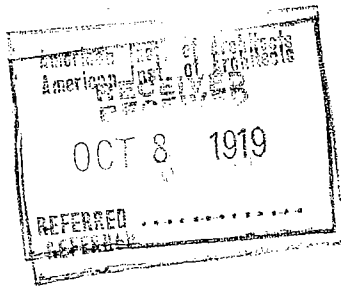
October 3, 1919.

This is to certify that Edward F. Hoffman, Jr., 1627 Sansom Street, Philadelphia, Pa. completed in 1910 the regular Four Year course in Architecture at the University of Pennsylvania receiving therefor the degree of Bachelor of Science in Architecture.

Maurice Laird

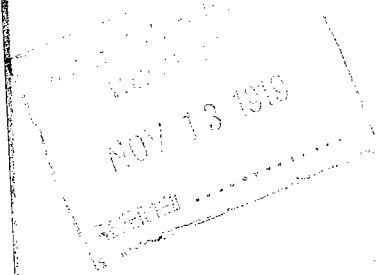
Professor of Architecture.

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AE-R

November 12, 1919



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ALLEN EVANS
GEORGE W. CASEY
H. E. KLEINFELDER

FURNESS, EVANS & CO.
ARCHITECTS
FRANKLIN BANK BUILDING
PHILADELPHIA

November 12, 1919

NOV 13 1919

William Stanley Parker, Esq.,

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

Dear Sir:

I received from you this morning, a list of applicants for election to the Institute, with a request for communications in regard to their eligibility.

It gives me great pleasure to endorse the application of Mr. Edward F. Hoffman, Jr., Philadelphia Chapter. Mr. Hoffman was in my office for some years and is a gentleman of the very highest standing, and an industrious and capable architect. I am sure the Institute will have no better member than Mr. Hoffman.

Very truly yours,

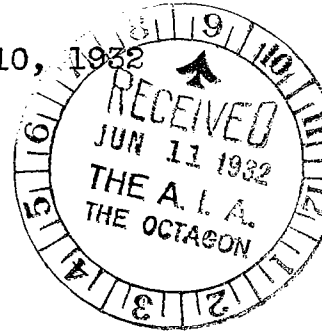


AE-R

EDWARDS & HOFFMAN
REGISTERED ARCHITECTS
1302 OTIS BUILDING
112 SOUTH 16th STREET
PHILADELPHIA

E. Nelson Edwards, A. I. A.
Edward F. Hoffman, Jr. A. I. A.

June 10, 1932



Mr. Edwin Bergstrom, Treas.
The American Institute of Architects
The Octagon, Washington, D. C.

Dear Sir:

As I have received notice that my annual dues to The American Institute of Architects are in default, I feel that it is my duty to inform you that I am at present unable to pay them.

We have been carrying our office so long with no work, that our funds are almost at an end, and I am placed in such a position that I have no longer a right to consider anything but the support of my family.

I realize that a resignation should not be made, without dues being paid to date, but as I am at present unable to do this, I think the only course left is to tender my resignation, with the understanding that I will pay the back dues when I am in a position to do so.

I am very sorry to do this, and would not have let the dues run up, if I had not expected to be able to pay them. I also leave the institute with regret, as I have been a member a long while, and feel that it is a fine institution, which should be supported by the members of the profession.

Very truly yours

Edward F. Hoffman Jr.

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

23
COPY

June 13, 1932.

Dear Mr. Hoffman:

We have your letter of June 10th in regard to Institute dues and we are sure that you appreciate the sympathetic view of the Officers of the Institute, as indicated in the brief article on "Institute Dues," which appeared on page 23 of the February issue of THE OCTAGON, and to a section of the Board's Report to the Convention on this subject, which appeared on page 14 of the May issue of THE OCTAGON.

The Board at its recent meeting authorized acceptance of notes from those members who are unable at present to make payment of their Institute dues.

Many are meeting their Institute dues in partial payments and we mention that fact in the thought that you may wish to pay your dues in that manner.

We trust you will find the latter procedure possible and that you will retain your membership and support of the national organization in its efforts to keep architecture the leading profession of the building industry.

Sincerely yours,

Executive Secretary.

Mr. Edward F. Hoffman, Jr., A. I. A.,
Edwards and Hoffman,
1302 Otis Bldg., 112 So. 16th St.,
Philadelphia, Pennsylvania.

K:H:B

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PRESIDENT

SECRETARY

TREASURER

38

EDWARDS & HOFFMAN
REGISTERED ARCHITECTS
1302 OTIS BUILDING
112 SOUTH 16th STREET
PHILADELPHIA

E. Nelson Edwards, A. I. A.
Edward F. Hoffman, Jr. A. I. A.

June 16, 1932

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

Dear Mr. Kemper:

I received your letter of June 13th, in regard to my dues to the American Institute of Architects, and want to thank you for your very friendly interest in this matter.

My only reason for offering my resignation was that I did want to run up a bill without definite prospect of paying it, also I do not feel that I should give a note without knowing that I can meet it.

We have usually had a fairly steady business, and should begin to earn money again when business starts. If the institute are willing to let my dues run for a time, I will pay them as soon as I am able to do so.

Sincerely yours

Edward F. Hoffmann, Jr.

dues for 1932 dues.



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

2-3
COPY

June 22, 1932

Dear Mr. Hoffman:

This will acknowledge your letter of June 16th with regard to your status as a member of The American Institute of Architects, and your indebtedness for your 1932 dues in the amount of \$25.00.

The Board, at its November meeting, authorized the Secretary to carry those members who are not indebted, except for the current dues. Therefore, no action will be taken adversely, affecting your membership, without ample prior notice to you.

The Treasurer is authorized, also, to accept payments on account of dues in amounts as low as \$5.00, and if you should wish to curtail your indebtedness in this manner, we shall be glad to cooperate.

With the hope that business will improve before the close of the year, I remain

Yours sincerely,

Executive Secretary.

Mr. Edward F. Hoffman, Jr.,
112 South 16th Street,
Philadelphia, Pa.

K/fhg

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36