

Mr. Geo. E. Jones  
New Jersey

See me this week

Must send

Initiation Fee	Feb 15 20 3/2/21
Initiation	remitted
Unen. Exp.	
Exhibits	
For Priv. Com. of	

### Application for Membership

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 Geo. E. Jones

Address 15 Clinton St.  
[Number and Street.] [City.] [State.]

Place and date of birth Newark N.J. - Dec 5 - 1885

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 N.J. Society of Architects

If practicing architect, firm name Backoff, Jones and Cook

Have been in practice..... years 12

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

Collegiate and office training.....

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.

Geo. E. Jones  
[Signature of Applicant.]

I hereby certify that the signer of this application was duly elected an Associate of the member of the

[For use when the applicant is an Associate.]

N.J. Society of Architects after Dec 7, 1916  
Chapter, A. I. A., on the following date.....  
[Insert date of election to chapter.]

Styph Roberts Secretary.  
N.J. Society of Architects  
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.

To the Sec'y., A. I. A.,

Sir: - (1) W. D. Stephens

I hereby certify that Geo. E. Jones (2) Styph Roberts

mentioned above, received but one ad- (3) Thos. Barclay

verse vote (out of 29 Institute Members

voting) on secret letter ballot as pro-

scribed for unanimous endorsement by

his (N.J.) Chapter Styph Roberts

Sec'y., N.J. Chapter, A. I. A.

[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.]

THE AMERICAN INSTITUTE OF ARCHITECTS ARCHIVES For information or study purposes only. Not to be recycled, quoted, or published without written permission from the AIA Archives, 1735 New York Ave. NW, Washington, DC 20006

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

COPY

March 3, 1921.

My dear Mr. Jones:-

We have received by reference from Mr. H. T. Stephens, Chairman of the Institute Membership Committee of the New Jersey Chapter, and with gratification, your application for Institute membership; also the preliminary fee of \$5.00.

No charge will be made against you for the remainder of the Initiation Fee, \$15.00, since that has been resitted until the time of the Institute Convention in May.

In order that prompt action may be taken on your application and that you may qualify as an Institute member in advance of the Convention, we should have had your early convenience the customary two exhibits of executed work. These exhibits should consist of photographs or kodak views of two exteriors and one or two blue prints of interiors. They need not be specially prepared, may be taken from your office files, and will be carefully returned later.

If you will send these exhibits by express, or parcel post within the next two or three days, your courtesy will be appreciated.

Very truly yours,

Executive Secretary.

Mr. Leo E. Jones,  
15 Clinton Street,  
Newark, N. J.

K:VB

Copy to Mr. Stephens.

COPY TO

FILES    PRESIDENT    SECRETARY    TREASURER

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

COPY

April 28, 1921.

My dear Sir:-

Acting for the Secretary, I am pleased to advise you of your election to membership in the American Institute of Architects, effective April 28, 1921.

You have been assigned to the New Jersey Chapter as an Institute member in good standing therein, and the Secretary of the Chapter so notified.

The enclosed statement for dues should receive early attention, as the engrossed Certificate of Membership is not sent until dues for the first year have been paid. No charge has been made for the first quarter of the current year.

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. George E. Jones,  
15 Clinton Street,  
Newark, New Jersey.

K-P.  
Enclosure.

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

COPY

December 10, 1923.

Dear Mr. Jones:-

It was with regret that the Treasurer had to report to the Officers and Directors of the Institute at their last meetings a large amount still in default covering payment of dues for the current year.

The Directors discussed the matter seriously as the money is needed to meet the balance of our obligations for the year and moreover it seemed to them not quite fair that members who have paid their dues are not only meeting their own obligations, but assisting to pay the cash expense of supplying the Journal, etc., to those members who have not paid their dues. The Directors passed the following resolution:

RESOLVED, that those members delinquent for more than one year on January 1, 1924, be given until February 1, 1924, to make payment in whole or to reach some agreement with the Treasurer as to future payment. Otherwise the Institute membership of each delinquent coming under this resolution shall be terminated on March 1, 1924, upon notice to him from the Secretary to that effect.

I am sending you this as an appeal to make a remittance of the Treasurer of \$55.00, including the dues for 1923 which, as you know, were payable eleven months ago.

I trust that you will write me promptly and frankly if for any reason you cannot pay all or any part of the amount at the present moment.

Hoping that you will do your part to help the Treasurer make a better report at the next meeting of the Board of Directors, I remain,

Sincerely yours,

Treasurer.

Mr. George E. Jones,  
15 Clinton Street,  
Newark, N. J.

DEW:VB

COPY TO

FILES    PRESIDENT    SECRETARY    TREASURER

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

COPY

2-3

May 6, 1924.

My dear Mr. Jones:-

Your indebtedness to the Institute for dues is \$75.00, including the current year.

At the meeting of the Board of Directors last November a resolution was adopted to the effect that each delinquent who owed for two years or more on January 1, 1924, should be removed from Institute and Chapter membership unless he made a satisfactory payment on account or some arrangement with the Treasurer, on or before March 1, 1924.

You have received several letters and telegrams from the Treasurer about this matter and according to the records at the Octagon House you have not found it possible to meet the liberal conditions contained in the resolution, thereby saving your membership.

This situation is much regretted, for the Institute Officers and Directors are loath to lose a member for financial reasons, but fairness to those who are paying dues and supporting the work of the Society prevent further delay. This will formally advise you of the discontinuance of your Institute and Chapter membership, effective March 1, 1924.

The Secretary of your Chapter has been so advised through a copy of this letter.

On behalf of the Treasurer and the Secretary, I express the hope that improved business conditions will soon permit you to meet your obligation now standing on the Institute Books, and at the same time apply for reinstatement.

Very truly yours,

Mr. George E. Jones,  
15 Clinton St.,  
Newark, N. J.

Executive Secretary.

K:D  
Copy to Mr. Hugh Roberts, Secretary,  
New Jersey Chapter A.I.A.