

Mark, V. Earl  
Georgia Chapter

Must send by  
Q. Beck

### Application for Membership

Jacksonville Fla - Feb 17, 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 V. Earl Mark

Address 210 Clark Bldg - Jacksonville Fla  
[Number and Street.] [City.] [State.]

Place and date of birth Pennsylvania - Mar 13 - 1876

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.....

If practicing architect, firm name Mark T Sheftall

Have been in practice Nine years plus

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.

V. Earl Mark  
[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) [Signature]
- (2) [Signature]
- (3) George Reider

Spec. Fee Pl. 2.50 3/21

Admission mitted

Exam. End 70

Exhibits mitted

At. Priv. Com. of.....

[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.]

V. EARL MARK LEEROY SHEFTALL

MARK & SHEFTALL  
ARCHITECTS  
210 CLARK BUILDING  
JACKSONVILLE, FLORIDA

Feb. 28, 1921.

American Inst. of Architects  
RECEIVED  
MAR - 2 1921  
RECEIVED

Mr. William Stanley Parker,  
Secretary, A.L.A.  
Washington, D.C.

Dear Sir:- We enclose applications-duly indorsed-for membership in the American Institute of Architects.

Exhibits, consisting of drawings and photographs, are being sent by express.

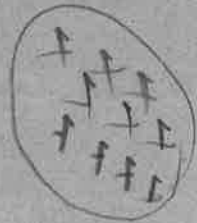
We enclose our check for ten dollars.

Respectfully yours,

Mark & Sheftall,

*V. Earl Mark*  
*Leeroy Sheftall*

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

COPY

March 5, 1921.

My dear Mr. Mark:

Permit me to acknowledge with gratification, and on behalf of the Secretary, your application for membership in the American Institute of Architects.

It is noted that your exhibits are coming forward by express. The application will come before the next meeting of the Board of Directors of the Institute, and after then we shall advise you further.

Acknowledgment is made herewith of your check for \$5.00 in payment of your preliminary fee.

Very truly yours,

Executive Secretary.

Mr. V. Earl Mark,  
210 Clark Bldg.,  
Jacksonville, Fla.

K:C

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 Florida Chapter as an Institute member in good standing therein, and the Secretary of the Chapter has been 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. Mark V. Earl,  
Clark Building,  
Jacksonville, Florida.

K-P.  
Enclosure.

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

COPY

December 4, 1924.

Dear Mr. Mark:-

It was with regret that the Treasurer had to report to the Officers and Directors of the Institute at their last meeting 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 necessary to supply the Journal, etc., to those members who have not paid their dues. The Directors passed the following resolution:

Resolved, that those members now delinquent for more than one year be given until February 1, 1925, to make payment in whole or to reach some agreement with the Treasurer as to future payments. Otherwise the Institute and Chapter membership of each delinquent coming under this resolution shall be terminated on March 1, 1925, upon notice to him from the Secretary to that effect.

I am sending you this as an appeal to make a remittance to the Treasurer of \$40.00, including the dues for 1924 which, as you know, were payable eleven months ago.

I trust that you will write me promptly and also 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. V. Earl Mark,  
210 Clark Building,  
Jacksonville, Florida.

I:VB

V. EARL MARK

LEEROY SHEFTALL

MARK & SHEFTALL  
ARCHITECTS  
412 CLARK BUILDING  
JACKSONVILLE, FLORIDA

REGISTERED ARCHITECTS, STATE OF FLORIDA

MEMBER  
AMERICAN INSTITUTE OF ARCHITECTS  
FLORIDA ASSOCIATION OF ARCHITECTS

Jan 30, 1925

RECEIVED  
FEB 3 1925

American Institute of Architects,  
Washington, D. C. ;

Gentlemen:-

We enclose check for forty dollars to  
apply to the dues of the two members of this firm-  
the balance ,as per statement, to follow soon.

If this payment will not keep both member-  
ships in good standing, apply the whole amount to  
the dues of LeeRoy Sheftall.

Very truly yours,

Mark & Sheftall  
V. E. Mark

*\$20 assigned  
to each*

Received Payment  
American Institute of Architects  
2/3/25 *lee*

*Each owe \$40<sup>00</sup> - 1924 + 1925.*

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

2 3  
COPY

February 7, 1925.

Gentlemen:-

We received safely your letter of January 30, and  
check for \$40.00. This has been credited as follows:

LeeRoy Sheftall - - - - \$20.00

V. Earl Mark - - - - - \$20.00

This leaves each of you indebted for \$45.00 - on ac-  
count of dues for 1924 and 1925.

Very truly yours,

Assistant Treasurer.

Mark and Sheftall,  
412 Clark Building,  
Jacksonville, Florida.

K:VB

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

2-3  
COPY

*Files*

H. C. DOZIER  
Architect  
706 Bisbee Building  
Jacksonville, Florida.

November 4, 1925

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

Dear Sir-

I am sorry to report a case of unprofessional conduct by two of my confreres, here. The firm of Mark and Sheftall, Clark Building, Jacksonville, Florida. Mr. Sheftall is now acting as Secretary of the Florida Chapter.

Sometime ago, I was appointed by the Board of Public Instruction to build a school for the Board, I have a letter signed by the Board authorizing me to do so.

I made the working drawings after the Board had instructed me to do so. The cost exceed the amount that the Board thought it could spend on that building. I had obtained an estimate on the sketches which was about \$75,000. The bids exceed the estimate by \$20,000. So I felt more or less responsible and offered to remake the drawings at my own expense. The Board was to let me know the following Monday. This was the Saturday before, about eleven o'clock.

Monday, I received an unsigned letter from the Board saying that the Board appreciated my interest but the building was too costly. But no reference to my proposition or dismissal. I never received any letter in regard to my proposition and only after phoning the Chairman several days later did I know that they had given Mark & Sheftall orders to get into shape for bids plans that they had prepared several years before and which had not been erected on account of lack of funds.

As soon as I found this out, I employed an attorney and went to see Mark and Sheftall. I told Mr. Mark who saw me that I considered their action in accepting the commission as unprofessional and one that I would not have been guilty of toward them. Mr. Mark said the Board told him that they had not settled with me but would. Since I have heard nothing either from the Board or Mark and Sheftall. I saw in the paper several days ago that they had advertised for bids on the school. So they desregarded me entirely in the matter and went ahead.

My attorney also went to see them and tried to make them see our side of the question and how much it meant to me to erect that school, as it was the first public work that I have had since moving to Florida.

The settlement, as the Board seems to think, with me, and the last money received from the Board, was the payment at 4% for the working drawings on the basis of the amount that the Board was willing to put into the building. No other settlement has been made as I do not consider myself dismissed by the Board as it never broached the subject to me. This was before bids were received.

This is not the first time that this firm has been guilty of unprofessional conduct since they have been in the Institute, but it is the first time that I have been able to get the positive evidence against them. They go into unauthorized competitions and talked about other architects in such a way that they have lost the work.

COPY TO

FILES    PRESIDENT    SECRETARY    TREASURER



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

COPY

I feel that they should be dealt with in this case for it is the only thing that will put a stop to such practices. It is one of the reasons that other architects do not join the Institute. They say that these in do not behave ethically. And it is true.

Please be good enough to forward this communication to the Chairman of Ethics.

Very truly,

(S) Henrietta C. Dozier

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COPY TO

FILES    PRESIDENT    SECRETARY    TREASURER

*Handwritten initials*

THE AMERICAN INSTITUTE  
OF ARCHITECTS  
FEB 23 1926  
RECEIVED  
RFD.

18th February, 1926.

V. Earl Mark, Esq.,  
412 Clark Building,  
Jacksonville, Florida.

Dear Mr. Mark:

The Executive Secretary of the Institute has asked me to call your attention to the fact that you have overlooked the matter of your Institute dues for several years - with the result that you have earned the distinction of being "in arrears".

Of course such matters create great excitement in the Executive Secretary's Office and in the meetings of the Blessed Board - and they finally get "hard" and start to pass out all sorts of dire threats.

I am sure that you have simply neglected the matter and it has finally gotten to the point where it is hard to "cough up" such a "wad". If you find it inconvenient to pay up the whole business in one lump, I would suggest that you make such payment on account as you are able, and offer to clean the slate within a certain time that will be convenient to you. I am sure that this arrangement would pacify the Mighty Ones - and I hope sincerely that you will find it agreeable to make some such arrangement. The Chapter needs you and so does the Institute. Both Chapter and Institute have been weak in our State. We have got to become strong - and to accomplish this we need all the good men, always in "good standing".

Please pardon my having brought this to your attention - but I am acting under orders, and must sacrifice my own aversion to correspondence upon such matters to the general interest and to your own particular interest. Will you be good enough to let me know what action you may take in the matter?

With best wishes,

Sincerely yours,

HFC/MP.

Harry F. Cunningham, A.I.A.

President Florida Chapter, A.I.A.

MARK & SHEFTALL  
ARCHITECTS  
309 CLARK BUILDING  
JACKSONVILLE, FLORIDA



September 18, 1928.

American Institute of Architects,  
Washington, D. C.

Gentlemen:

Some two or three years since I was dropped from the rolls of the American Institute for non-payment of dues. Herewith please find check for Forty-five Dollars (\$45.00) covering dues up to that time.

At the same time, if it will put my record in better standing, this letter may be considered as my resignation from the Institute.

Very truly yours,

V. E. MARK

VEM:NP

enc.

Received Payment  
American Institute of Architects  
Pd \$45.00 - 9/24/28

for 1924 + 1925 dues -  
Dropped March 1, 1926.  
Owed for 1924 + 1925 -  
RM

(COPY)

October 1, 1925.

TO THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON HOUSE, WASHINGTON, D. C.

Wm. B. Ittner, Treasurer

DR.

Annual Dues of Fellows and Members, \$20.00—if paid on or before January 31st.  
Annual Dues of Fellows and Members, \$25.00—if paid after January 31st.

Current Dues, of which \$2.50 is for one year's subscription to JOURNAL....  
and dues for 1924

\$25 00

20 00

\$45 00

Mr. V. Earl Mark,  
210 Clark Bldg.,  
Jacksonville, Fla.

Retain original bill and mail this copy with your check. Your check duly endorsed will become your receipt. Special receipt will be mailed upon request. Checks payable to The American Institute of Architects. Please call attention to any mistake in your address or other error in this bill.

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

2-3  
COPY

October 4, 1928

My dear Mr. Mark:

This is the first opportunity to acknowledge your letter of September 18th, and check for \$45.00, being Institute dues for the years 1924 and 1925.

Please accept this letter as a receipt in full for the payment of such dues up to and including December 31, 1925.

To adjust the record to show a resignation, a reinstatement would first be necessary, and the procedure is shown on the marked document sent herewith.

Sincerely yours,

Executive Secretary.

Mr. V. E. Mark,  
309 Clark Building,  
Jacksonville, Fla.

K/PHG

Enc.

MARK & SHEFTALL  
ARCHITECTS  
CLARK BUILDING  
JACKSONVILLE, FLORIDA

February 18 1935



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

Dear Sir:- We have had considerable correspondence and some personal contact with federal agencies handling building matters. While nothing has been suggested openly, we have a feeling that in some instances, at least, you are asked for a report on architects under consideration for public work.

While not at present identified with the A. I. A., may we submit the following brief data for your files:-

The firm of Mark & Sheftall, Architects, hung out its shingle in 1911 and has practiced continually ever since.

In addition to strictly local work, we have designed and handled scores of buildings throughout Florida-both public and private.

Our practice has been general, but for a number of years, owing to certain conditions and developments in the state, we rather specialized in church and school work, -having designed at least twenty church projects and some sixty-five schools of various types and classification. At one time we had schools under construction totalling more than two-million dollars in cost.

Our experience covers the design of courthouses, jails, city-halls and many apartment houses and hotels, as well as numerous dwellings-both of the very modest and more expensive sort.

Practically all our work has been handled in the usual manner through general contractors, but in a few instances, at the suggestion or request of owners, we have acted as agents by letting all sub-contracts direct. In all such cases, the owners had the construction funds in hand and were in position to buy materials to advantage and take cash discounts.

Careful cost budgets-or set-ups-of materials, labor and sub-contract work, were made in advance, and the jobs worked out to schedule, to the full satisfaction of owners and others concerned.

May we add also, that we have invariably let contracts, -especially in public work-without cuts, and confusing alternates, -our plans, specifications and bid forms being drawn in a manner to obviate refiguring, trading and general messing so often experienced.

MARK & SHEFTALL  
ARCHITECTS  
CLARK BUILDING  
JACKSONVILLE, FLORIDA

In the more personal vein: The senior member of our firm served two terms as president of the Florida Association of Architects, long before A.I.A. was active in this state.

Our junior member served as a director of the state chapter, A.I.A. before the division into district chapters.

We both hope to rejoin A.I.A.

In passing it may be mentioned that the senior partner paid up all past obligations to the A.I.A. after a fatal delinquency in payment of dues. (Another record, perhaps)?

Recognition: In 1928 the Architectural League of Jacksonville awarded a bronze medal to the owner of the most meritorious and outstanding building designed by local architects for the current period of three years, and in 1930, the North Florida Chapter, A.I.A., sponsored a similar program.

In the first instance, the Riverside Presbyterian Church of this city received the award for its church group, and in 1930 the Certificate of Merit was voted the local Board of Public Instruction for the Lee and Jackson high schools.

Mark & Sheftall were the architects in both cases.

The awards were made by a jury of architects from the state at large who viewed the buildings entered in the "competition".

Finally, we are enclosing a few exhibits, the general tenor of which is to show that our reputation is possibly more than local. Naturally, after more than twenty-three years practice, we could submit much more, but that would be beyond the scope of this brief presentation.

If, on account of insufficient data, information in conflict with the foregoing has been given out, we trust due correction will be made.

If you are still with us, - here are our thanks.

Very sincerely yours,

*Mark & Sheftall*  
Mark & Sheftall

In common with most of the fraternity we are also "suffering", but have under construction:

- 1- Residence at Pensacola, about \$22,000.00
  - 2- " " Jasper " 4,000.00
  - 3- Small church at Greenwood, Fla.
  - 4- " " Jacksonville,
- and plans finished for another small church.

*m r s.*

This entrance feature selected by Cast Stone  
Institute for cover design on their illustrated  
book of featured work. ("CAST STONE")

Mark T Sheppard  
architect





Entrance Riverside

Presbyterian Bible School

Jax. Fla.

MARK & SHEFTALL  
Architects  
Jacksonville, Fla.

MARK & SHEFTALL  
Architects  
Jacksonville, Fla.

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Extract from National Educational Association  
letter to Mark & Sheftall written in 1917. (from Archi-  
tectural Division at Boston:--

\*\*\*\*\*

"We are sending you with this the percent divisions of your schools worked out by our tabulators. It is of interest to note that the percent for instruction, is over the Norm obtained by tabulation of a great number of plans, and places your plans among those coming much above the average for economical use of space."

The report was based on five sets of school plans sent in by our office for tabulation.

Mark & Sheftall..

Copy.

FAMOUS PLAYERS - LASKY CORPORATION  
Paramount Pictures      Artercraft Pictures  
485 Fifth Avenue  
New York City.

October 11, 1923.

Messrs. Mark & Sheftall,  
210 Clark Bldg.,  
Jacksonville, Fla.

Attention - Mr. Mark.

Dear Mr. Mark:-

It gives me great pleasure to enclose herewith our check in the sum of \$200.00 as final payment for your services during the construction of our new Branch Office just completed in Jacksonville.

Your cooperation with us has been all that we could ask, and we trust that some time in the future we may be able to again make use of your services.

With sincere regards, and thanks to you for your past courtesies, I am

Very truly yours,

(SIGNED)

LARRY F. JOHNSON,  
Bureau of Real Estate.

C O P Y

NATIONAL BISCUIT COMPANY

"UNNEEDA BAKERS"

Eighty-Five Ninth Avenue  
NEW YORK

May 7th, 1926.

Mark & Sheftall,  
Clark Building,  
Jacksonville, Fla.

Dear Sirs:

Mr. Jervis has forwarded us copy of the final corrected plans and specifications prepared by you for the building which Mr. R. L. Hill is going to erect for our use in Miami, Fla.

We want to take this opportunity to thank you for the splendid manner in which you have cooperated both with Mr. Jervis and this office in the matter of preparing these plans and specifications. You did it quickly and you carried out our ideas regarding arrangement, design and finish exceedingly well.

Where we get such cooperation as we received from you in this particular job, it makes these building propositions very much easier for us than where the architects do not give us the fine service that you gave us..

Once more thanking you for your splendid assistance, and with kind personal regards to you, we remain,

Yours truly,

NATIONAL BISCUIT COMPANY  
Sales Department.

(SIGNED)

F. G. SERR.

2- other buildings  
done later.

C  
O  
P  
Y

C. H. PRICE

Superintendent Public Instruction

Putnam County

PALATKA, FLORIDA.

Nov. 8th, 1928.

Mark & Sheftall, Architects,  
Jacksonville, Fla.

Gentlemen:

I have thought for some time that I would tell you what Dr. George D. Strayer had to say about our Elementary School building, when he was here working on the State Survey.

He seemed very much interested in the layout of the building while making his round, and after I thought he was through, he made a second round to observe certain features. After coming outside he looked back at the building, and remarked that it was the most satisfactorily designed building that he had visited.

He seemed especially impressed with the stair arrangement, which eliminated the necessity of fire escapes.

We appreciate compliments like this about our buildings, especially from one recognized as the nation's best authority, and I had intended handing it on to you before this.

With kindest personal regards, I am,

(SIGNED) Yours very truly,  
C. H. PRICE

Co. Superintendent.

NOTE: The above building was designed and supervised by Mark and Sheftall.

Dr. Strayer was in charge of the <sup>State</sup> School Survey for Columbia University.

*Answered*

July 22, 1929.

Crane Company,  
836 South Michigan Ave.,  
Chicago, Ill.

Gentlemen:

Att: Mr. W. J. Clark  
Vice President

Mark and Sheftall, who are the architects of our building now under construction at Jacksonville, Florida, have requested that we write directly to you stating our opinion of their services to us.

*(\$ 100,000.00)*

We are very glad to do this, as they have worked well with us and have shown themselves to be capable in every way. They have designed a building for us, economical in construction cost and yet completely fulfills our requirements.

We have since commissioned them to handle two other projects for us.

Yours very truly,

FIRESTONE TIRE & RUBBER COMPANY

(SIGNED)

R. S. CHATFIELD.

Real Estate Department  
Construction Division.

*One at Charleston - S. C.  
" " Gainesville - Fla.*

C  
O  
P  
Y

STATE OF FLORIDA  
DEPARTMENT OF PUBLIC INSTRUCTION  
TALLAHASSEE

W. S. Cawthon  
Superintendent

September 16, 1930.

Messrs. Mark and Sheftall  
309 Clark Building  
Jacksonville, Florida.

Gentlemen:

Replying to your letter of September 15 relating to the erection of the proposed school building for the Boys Industrial School at Marianna, I say that the plans and specifications for the building are standard and are the work of reputable architects.

The Board has a right to expect that the school building, when completed, will be a credit to the institution.

While I am not personally acquainted with any member of your firm, I have known of your good work for many years. When I was on the road as Supervisor of High Schools, I learned of you through Mr. S. Phillips then a member of the staff of the Department of Public Instruction. At his suggestion, I recommended your firm to a number of superintendents and boards of public instruction of the State.

With best wishes, I am,

Yours sincerely,

(SIGNED)

W. S. CAWTHON.

State Superintendent.

FLORIDA-TIMES -UNION, Oct.24,1930

MELROSE SCHOOL TO BE ONE OF  
NATIONAL GROUP TO BE STUDIED.

Special to Times-Union..

"The superintendent of Public Instruction of Putnam County is in receipt of a letter from Dr.Wm.J Cooper,U.S.Commissioner of Education, stating that the Melrose School of this county has been selected as one of the schools of the country to be studied by the office of education of the United States Department of the Interior, cooperating with a committee appointed at a conference of rural school supervisors of the Southern States held last December at Nashville, Tennessee.\*\*\*\*\*

\*\*\*\*\*"The Melrose school has been the object of study by professors and students of the University of Florida at Gainesville, and many classes from the University have visited the school.

\*\*\*\*\*

This building designed by Mark & Sheftall for the work of a consolidated rural school-from primary to high school.



FLORIDA CONFERENCE METHODIST EPISCOPAL CHURCH,  
SOUTH.

Copy of Report sent to Mark & Sheftall, Architects....

" At the First Quarterly Conference held at Riverside Methodist Church, South, Jacksonville, Florida, Septemner 25, 1930, the following resolution was unanimously adopted:"

"Resolved that this conference extend to the Architects , Messrs Mark & Sheftall, our heartiest thanks for the practical and artistic design of our Educational Building, for their untiring patience and skill in preparing the plans, and for their interest which was given us in a building not surpassed for use and beauty, and a lasting testimony to their artistic skill!"

Signed, W. C. Baugh,  
Secretary.

THE AMERICAN INSTITUTE OF ARCHITECTS

1741 New York Avenue, N. W.

WASHINGTON, D. C.

THE OCTAGON

Inter-Office Communication

*In m.  
were either  
or both ever members?  
Why not?  
R.*

V. Earl Mark was dropped for non-payment Institute dues effective Dec. 31, 1926.

He was delinquent for \$50 and this amount was paid September 24, 1928.

Lee Roy Sheftall was dropped for non-payment Institute dues effective December 31, 1931.

He owed dues for 1930 and 1931 - \$50.00

LM

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

2-3  
COPY  
Mark

Memo - See also Florida North (3-2)  
for letter to Chapter 9

February 26, 1936.

Gentlemen:

This is the first moment in which to acknowledge your letter of February 18th.

Developments here in Washington with respect to pending legislation, and with respect to programs under F.H.A., P.H.A., and F.S.R.A., which affect the private architect have been most time consuming.

Whenever the Institute is called upon for recommendations, it customarily refers the inquiry to the President of the Institute Chapter in whose territory the project or appointment is located.

However, we are glad to have your letter and the data accompanying it - which has been placed in the reference files here at The Octagon.

Meanwhile, we hope that you will get in touch with the President of the Florida North Chapter, Mr. Bernard B. Close, 1005 Sisee Building, Jacksonville, Florida - expressing your desire to be considered in case calls come to him from Washington - for recommendations.

Sincerely yours,

Executive Secretary.

ECK:B

Messrs. Mark & Sheftall, Architects,  
Clark Building,  
Jacksonville, Florida.

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OFFICERS

FRED T. HANNAFORD, PRESIDENT  
JEFFERSON D. POWELL, VICE-PRES.  
RUSSELL SEYMOUR, SEC'Y & TREAS.



THE AMERICAN INSTITUTE OF ARCHITECTS  
DIRECTORS 2715  
F. B. CHAYE, JR.  
JAMES A. STRIPLING  
S. RALPH FETNER  
1944 AUG -9 PM 2:31  
WASHINGTON, D. C.

THE FLORIDA NORTH CHAPTER  
THE AMERICAN INSTITUTE OF ARCHITECTS

122 HOGAN STREET  
JACKSONVILLE 2, FLORIDA

August 7, 1944

Edward C. Kemper, Executive Secretary  
American Institute of Architects  
1741 New York Avenue, N.W.  
Washington 6, D.C.

Dear Mr. Kemper:

I am enclosing herewith application of V. Earl Mark for Corporate Membership in the American Institute of Architects and assignment to the Florida North Chapter.

In this connection I am enclosing herewith our Chapter resolution which was approved on July 10, 1944.

Mr. Mark has been a prominent Architect in Jacksonville for a number of years and I am happy to have this opportunity to get him to join our Chapter. Since Mr. Mark was a former Member of the Institute, he has referred to his former application for some information, and has attached herewith two checks to the American Institute of Architects; one for \$10.00, and another for \$15.00, which you may use in accordance with your requirements.

Yours very truly,

*R. Seymour*  
Russell Seymour, Secretary

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Mr. Secretary: Whether listed as a new member or not,  
the enclosed checks will cover the situation.

While destroying old files, I found that I saved one letter  
from former secretary Kemper that acknowledges receipt of  
check for all past dues - (covering 1924-25. Letter dated Oct. 4, 1928.

~~SA~~

Membership terminated 3-1-26. (Florida Chapter)

paid back dues of \$50.00 on 9-24-28

LM

V. Earl Mark

Dated July 1 19 44  
Received August 9 19 44  
Granted September 12 19 44

MEMBERSHIP NO 2715



*In due order  
August 9, 1944  
J.F. Gervais*

THE AMERICAN INSTITUTE OF ARCHITECTS  
READMISSION TO  
APPLICATION FOR MEMBERSHIP

RECORD OF THE SECRETARY OF THE INSTITUTE

- A Name of applicant... V. Earl Mark..... Chapter Florida North .....
- B Address of applicant... 312 Clark Bldg., Jacksonville, Flo.....
- C Applicant proposed by..... LeeRoy Sheftall..... and..... Jefferson D. Powell.....
- D Application received with check for \$25.00..... on..... August 9 1944.  
(Owes no back dues)
- E Application returned for correction..... 19 .
- F Application in due order on..... August 9 1944.  
Record of registration, Form S39, Sent Aug. 14 (Flo.) 1944. Received. August 23, 1944.
- G Notices sent to chapter executive committee:
  - (a) Form S11, reasonable time ending on..... 19....., on..... 19 .
  - (b) Form S12, 30 day extension ending on..... 19....., on..... 19 .
- H Acknowledgments to applicant, proposers, and chapter on..... August 14 1944 .
- I Certified resolution of chapter executive committee recommending admission  
or that application be denied received on..... August 9 1944 .
- J No report from chapter executive committee on..... 19 .
- K Application sent to The Board of Examiners on..... September 5 19 44
- L The Board of Examiners reported on application on..... September 5 19 44 .
- M Applicant was admitted on..... September 12 19 44
- N Notice and certificate to applicant and notice of assignment to chapter and letter  
to proposers on..... September 12 19 44 .
- O Notice of denial of application to chapter and applicant and \$.....  
returned to applicant on..... 19 .

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

V. Earl Mark  
to membership in The Institute, and hereby declare him to be a corporate member of The Institute and assign him to membership in the Florida North Chapter.

Date September 12 19 44.

*Alexander C. Robinson*  
Secretary



The ORIGINAL  
INSTITUTE

File this 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. WASHINGTON

The American Institute of Architects  
*Re-Admission*  
**APPLICATION FOR MEMBERSHIP**

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

1. My full name is **V. Earl Mark**

2. State whether a natural or a naturalized citizen.

2. I am a **natural** citizen of **United States of America**

3. My legal residence is in the City of **Jacksonville**

County of **Duval** State of **Florida**

4. State whether residence or office address.

4. My address in The Institute records will be

Number **312** Street **Clark Bldg.**

City **Jacksonville** State **Florida**

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

5. I am engaged in the profession of architecture as **practicing architect.**

6. I desire to be a member of the **Florida North.....** Chapter.

7. I declare that I have read the by-laws and the Principles of Professional Practice of The American Institute of Architects, and that I understand the duties, responsibilities and obligations thereunder of a member of The Institute, and I do hereby agree and declare that, if admitted to membership, I will to the best of my ability abide by and comply with such by-laws and Principles of Professional Practice.

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

9. I enclose my check for \$ \_\_\_\_\_, for admission fee and the first year's annual dues. It is my understanding that if for any reason I am not admitted to membership all of said amount will be returned to me, except five dollars which The Institute will retain as an examination fee.

Date **July 1, 1944.**

*V. Earl Mark*  
Applicant sign full name in ink

**PAID**  
DATE **7-25-44**

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STATISTICS

10. Date of birth Mar. 13, 1876 Place of birth Venango County-Pennsylvania.

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

(State or States) By Examination

(State or States) By Exemption

Florida.

(a) I hold a Certificate No. .... of the National Council of Architectural Registration Boards.

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:

On file in former application.

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:

On file in former application

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PM 2:31  
AMERICAN INSTITUTE OF ARCHITECTS



PROFESSIONAL PRACTICE

THE AMERICAN INSTITUTE OF ARCHITECTS

1944 AUG -9 PM 2:31

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 as a public official or have taught architecture or the arts and sciences allied therewith. (State names of firms or corporations or public office and of schools or colleges).

Have practiced architecture in the State of Florida for 33 years beginning in 1911.

PRESENT OR PREVIOUS MEMBERSHIPS IN ARCHITECTURAL ORGANIZATIONS

- 15. Member of Institute from (?) to 1923-24 or 25 (files destroyed)
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 Florida from organization to present.

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 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 35 years.

I have known the applicant for 35 years.

Signed LeRoy Sheffall Proposer

Signed Jefferson Powell Proposer

3.

Note: The two proposers must be corporate members of The Institute in good standing.

LeRoy Sheffall
Clark Bldg.
Jacksonville, Fla.

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THE AMERICAN  
INSTITUTE OF ARCHITECTS  
No AP

1944 AUG -9 PM 2:31

WASHINGTON, D. C.

Name of Chapter  
THE AMERICAN INSTITUTE OF ARCHITECTS

Florida North Chapter

FAVORABLE RECOMMENDATION OF CHAPTER  
ON APPLICATION FOR MEMBERSHIP

TO BOARD OF DIRECTORS,  
THE AMERICAN INSTITUTE OF ARCHITECTS:

I, the undersigned Secretary of The Florida North Chapter,  
The American Institute of Architects, do hereby certify that the following is a true copy of a  
resolution adopted by the Executive Committee of this Chapter at a duly called meeting thereof  
held on July 10 1944, vouching for the honorable standing of  
V. Earl Mark in the community, and  
recommending his admission to membership in The Institute:

RESOLUTION

"Whereas, V. Earl Mark an architect having his  
legal residence principal place of business within the territory of this  
Chapter duly applied on July 1st, 1944 for membership in The  
American Institute of Architects; and

"Whereas, the Executive Committee of this Chapter has examined the  
statements made by him in his application for such membership and believes  
that the statements are true and correct and that the applicant is an architect  
of integrity and ability and of honorable standing in this community and  
among his fellow architects and able to undertake the financial obligations of  
such membership to The Institute and this Chapter; therefore be it

"Resolved, That the Florida North Chapter,  
The American Institute of Architects, vouches for the honorable character  
and standing of V. Earl Mark an applicant for admission  
to membership in The Institute, believes him able to undertake the financial  
obligations of that membership, and recommends to The Board of Directors of  
The Institute his admission to membership in The Institute and this Chapter."

Date July 11,

1944

Russell Seymour  
President  
Secretary

(Strike out title not applicable)

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Type in name  
of officer and  
chapter.

Type in dates  
and name of  
applicant

Type in name  
of applicant.  
Strike out the  
words "legal  
residence" or  
"principal  
place of busi-  
ness" which  
ever are not  
applicable.

Type in name  
of chapter.

Type in name  
of applicant.

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

COPY

August 14, 1944

Dear Mr. Mark:

Your application for readmission to membership in The Institute and its Florida North Chapter, dated July 1, 1944, with your check for \$25.00 attached, has been received. Your desire to be readmitted as a member of The Institute is appreciated by The Board. The Secretary will do everything he can to expedite its progress, and you will be notified promptly of the result of The Board's action on your application.

Very sincerely,

Secretary

Mr. V. Earl Mark  
312 Clark Building  
Jacksonville, Florida

ACR:ds

cc to: Director, South Atlantic District  
Proposers, Mr. LeeRoy Sheftall  
Mr. Jefferson D. Powell

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THE AMERICAN  
INSTITUTE OF ARCHITECTS

1944 AUG 23 AM 9:15

WASHINGTON, D. C.

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

Office of The Secretary

RECORD OF REGISTRATION

OF

V. Earl Mark, Jacksonville, Florida  
(Name of Applicant)

SECRETARY,

BOARD OF ARCHITECTURAL EXAMINERS,

Address Jacksonville, Florida

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 August 14 19 44

Alexander C. Robinson  
Secretary

1. Is the applicant registered or licensed to practice architecture in your state? Yes
2. Was his registration or licensing by examination? No or by exemption? Yes
3. What was the scope of the examination? .....
4. What was the period of the examination? ..... days. Written examination ..... hours; Oral examination ..... hours.
5. When examined, did applicant have a certificate from the National Council of Architectural Registration Boards? No. If so, give Certificate No. ....
6. Date of last registration 11/2 19 15 Registration No. 15 Is it current? Yes  
Practicing before enactment of Florida Law.

Mellen C. Greeley  
(Signature of Secretary of Board)

Date August 21 19 44

State Board of Architecture  
(Name of Board)

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

COPY

September 12, 1944

Dear Mr. Mark:

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 Florida North Chapter, effective September 12, 1944. 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 powers.

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 bespeak your active cooperation.

Sincerely yours,

Secretary

Mr. V. Earl Mark  
312 Clark Building  
Jacksonville, Florida

ACR:ds

cc to: Director, South Atlantic District  
Proposers, Mr. LeeRoy Sheftall  
Mr. Jefferson D. Powell

THE AMERICAN INSTITUTE OF ARCHITECTS

The Octagon,  
1741 New York Avenue,  
WASHINGTON 6, D. C.

2-3  
Mark

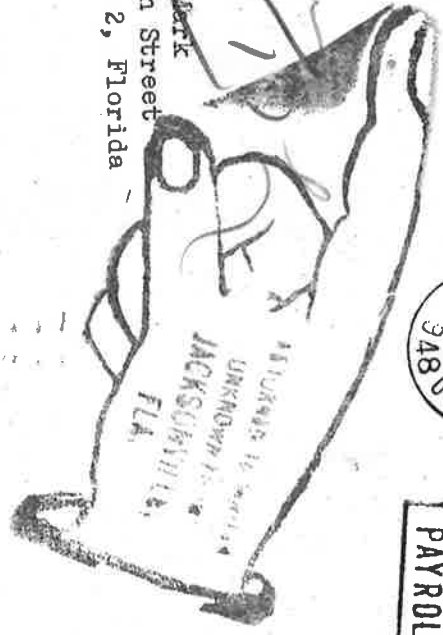
Great  
note

~~Received~~

Noted  
MB  
msd  
J.H.K.  
7/49

Mr. V. Earl Mark  
9 North Ocean Street  
Jacksonville 2, Florida

RM



SAVE THE EASY  
BUY U.S. BOND  
PAYROLL SAV

