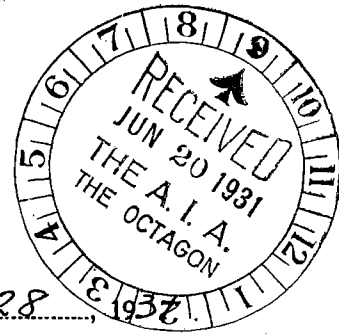


Application for Membership—A. I. A.



No. A-62 Chapter: New York  
Name: Coffin, Jr., Lewis A.  
Initiation Fee: Paid 6/25/31  
Annual Dues: " 6/25/31

Application for Membership

APRIL 28 1931

~~Exhibits, Certificate, Endorsement~~ Rec'd  
Must send 6-3-31  
Acknowledgment by Secretary—~~Present~~ O.K.  
Endorsements: O.K.  
Board of Examiners: Aug. 1931 meeting  
Board of Directors or Executive Committee: Nov. 1931 meeting  
The Octagon: Aug. 1931 number  
Privileged:  
Elected: November 21, 1931  
Exhibits Returned:

Institute of Architects.

American Institute of Architects, and certify that the following state-

A COFFIN JR  
Madison Ave N.Y. City  
York City, [City.] July 21, 1892. [State.]  
of Architecture Columbia University  
Diploma or Certificate of graduation (or photostatic copy) must accompany this application.

[If required in your case, attach evidence (or photostatic copy.)]

Royal Institute of British Architects, or the examinations for the first

required in your case, state which, and attach evidence of Certificate (or photostatic copy.)

Law and you are not registered, state reasons.

License N.Y. & N.J.

If practicing architect, firm name PALHEMUS & COFFIN

Have been in practice 14 years. If draughtsman, employed by

Collegiate and office training Columbia Univ. 6 year course A.B. & Bach. of Arch.

I have carefully examined the Constitution and By-Laws of the Institute and the circular of advice relative to "Principles of Professional Practice," 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.

(1) Lewis Coffin Jr  
[Signature of Applicant.]

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

Chapter, A. I. A., on the following date Sept. 25, 1925 (2) Arthur G. Edgar  
[Insert date of election to chapter.] [Signature of the Secretary of the chapter.]

If the applicant is not an Associate, the following acknowledgment must be signed:

Without endorsement I hereby take note on behalf of my chapter that this applicant is applying for Institute membership (3) Wm Edgar  
[Signature of President or Secretary of Chapter to which the applicant will be assigned if elected.]

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

Registration or License Number. (Essential if Registered)

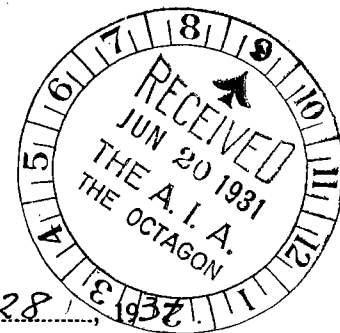
It is not mandatory that applicants from Registration or License law states be registered or licensed. But the current number of Registration or License must appear here if the applicant is registered or licensed.

(4) Henry M. Palmer  
(5) Arthur G. Edgar  
(6) Wm Edgar

[The signatures of three Institute members are here required even if 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 applicant proposed, and in which there were no negative votes. No other form of unanimous endorsement will be accepted.]

(7) 8175 N.Y.  
NUMBER  
C-1089. N.J.

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Application for Membership

APRIL 28 1931

To the Secretary of The American Institute of Architects.

I hereby apply for Membership in The American Institute of Architects, and certify that the following statements are correct:

Name: LEWIS A. COFFIN JR
Address: 232 Madison Ave N.Y. City
Place and date of birth: New York City July 21, 1892
Graduate in architecture: Bachelor of Architecture Columbia University
Holder of Scholarship in architecture: [blank]

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 your State has a Registration or License Law and you are not registered, state reasons.

If practicing architect, firm name: POLHEMUS & COFFIN

Have been in practice: 14 years. If draughtsman, employed by:

Collegiate and office training: Columbia Univ. 6 year course A.B. & Bach. of Arch.

I have carefully examined the Constitution and By-Laws of the Institute and the circular of advice relative to "Principles of Professional Practice," 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.

(1) Lewis Coffin Jr. [Signature of Applicant.]

I hereby certify that the signer of this application was duly elected an Associate of the [New York]

Chapter, A. I. A., on the following date: Sept. 25, 1925 [Insert date of election to chapter.]

If the applicant is not an Associate, the following acknowledgment must be signed:

Without endorsement I hereby take note on behalf of my chapter that this applicant is applying for Institute membership (3) [Signature of President or Secretary of Chapter to which the applicant will be assigned if elected.]

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

Registration or License Number. (4) Henry M. Polhemus

(Essential if Registered) (5) Arthur S. Jordan

It is not mandatory that applicants from Registration or License law states be registered or licensed. But the current number of Registration or License must appear here if the applicant is registered or licensed. (6) Wm. Edgar Moran

[The signatures of three Institute members are here required even if 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 applicant proposed, and in which there were no negative votes. No other form of unanimous endorsement will be accepted.]

(7) 8175 N.Y. NUMBER C-1089. N.J.

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THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

June 22, 1931

Dear Mr. Coffin:

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 New York Chapter.

In order to complete your application, we call to your attention the following requirements:

- (1) The submission of evidence of your graduation from Columbia University. This may be in the form of a photostat copy of your diploma, or some other form of evidence.
- (2) The payment of \$25.00 for the Initiation Fee; and
- (3) The payment of \$25.00 for the first year's Annual Dues in advance. These dues, of course, are applied to the first twelve months following the date of election.

When the above items have been taken care of, we shall be glad to put your application forward to election at once.

May we not hear from you soon?

Sincerely yours,

Executive Secretary.

Mr. Lewis A. Coffin, Jr.,  
232 Madison Avenue,  
New York, N. Y.

K/fhg

Copy to the Director,  
New York Division.

POLHEMUS & COFFIN  
ARCHITECTS  
232 MADISON AVENUE, NEW YORK

HENRY M. POLHEMUS  
LEWIS A. COFFIN, Jr.

TELEPHONE  
CALEDONIA 4523

June 23rd, 1931

Edward C. Kemper, Executive Secretary,  
The American Institute of Architects,  
The Octagon, 1741 New York Avenue,  
Washington, D.C.

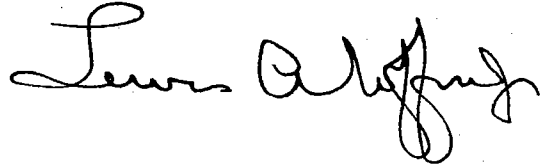
Dear Mr. Kemper:

In reply to your letter of June 22nd, I have forwarded to Miss Watrous in the New York Chapter, certifications from the Registrar of Columbia University as to the two degrees which I hold. These she will undoubtedly forward to you.

A check to the order of the American Institute of Architects for \$50. is enclosed herewith, covering initiation fee and first year annual dues.

Trusting that you may then be able to forward my application for election, I am,

Very sincerely yours,



LAC:RG  
Enc



**Columbia University**  
in the City of New York

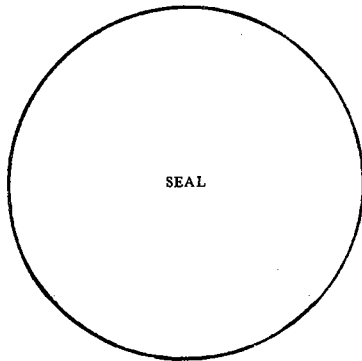
*This is to Certify that*  
*Columbia University conferred upon*

Lewis Augustus Coffin, Jr.

*the degree of*

Bachelor of Arts

*on* June 5, 1912



*Edmund J. Grant*  
Registrar of the University

AW

**Columbia University**  
in the City of New York

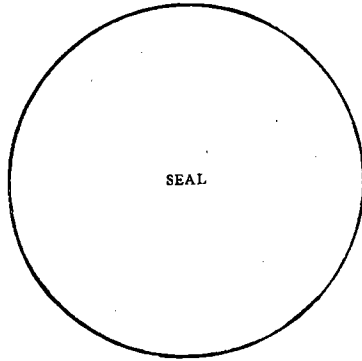
*This is to Certify that*  
*Columbia University conferred upon*

Lewis Augustus Coffin, Jr.

*the degree of*

Bachelor of Architecture

*on* June 3, 1914.



*Edmund Grant*  
Registrar of the University

m.c.

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

November 27, 1931

Dear Mr. Coffin:

Acting for the Secretary, I am pleased to advise you of your election to membership in The American Institute of Architects, effective November 21, 1931.

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

A Membership Card for the balance of the year 1931 is enclosed herewith.

An engrossed Certificate of Membership is also sent with this letter.

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,

Executive Secretary.

Mr. Lewis A. Coffin, Jr.,  
232 Madison Avenue,  
New York, N. Y.

K/FHG  
Enclosures.