

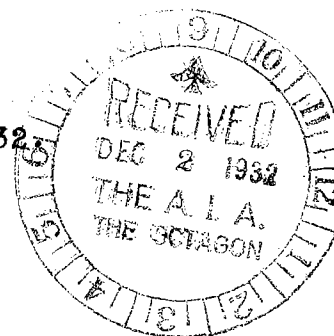
NEW YORK CHAPTER OF THE AMERICAN INSTITUTE OF ARCHITECTS
522 FIFTH AVENUE, NEW YORK

CHARLES H. HIGGINS PRESIDENT
DWIGHT JAMES BAUM VICE PRESIDENT
ERIC KEBBON SECRETARY



FREDERICK MATHESIUS, JR. TREASURER
JAMES G. MACKENZIE, JR. RECORDER
MARION CHRISTIE EXECUTIVE SECRETARY

December 1, 1932



E. C. Kemper, Esq.
Executive Secretary, A.I.A.
1741 New York Avenue
Washington, D. C.

Dear Mr. Kemper:

I am enclosing herewith the application for
Institute membership of George F. De Zeller, together with
a check for \$50.00.

I have received an inquiry from Mr. Anthony
De Pace concerning the status of his application. As I
remember it, you were requested by Mr. Albert Brockway
to hold up this application. Have you any further
information at present?

Yours sincerely,

Marion Christie
Executive Secretary.

Encl.

2-3
25- 12/2/32
25- 12/2/32
Union, Int. _____
Affiliate _____
City, Prov. Com. of _____

Application for Membership

November 15, 1932.

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 George F. De Zeller

Address 161 East 37th Street New York New York

Place and date of birth New York, N. Y. - September 28, 1882.

Graduate in architecture Diploma - Architecture - Mechanics Institute (8 yrs.)

[Give name of institution and year. Diploma or Certificate of graduation (or photostatic copy) must accompany this application.]

Holder of Scholarship in architecture _____

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

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 (or photostatic copy).]

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

If practicing architect, firm name George F. De Zeller

Have been in practice 4 years. If draughtsman, employed by Starrett and Van Vleck

Collegiate and office training Mech. Inst., Cooper Union 2 yrs., Maurice Prevot Atelier,

C. H. Gilbert 21 yrs., Starrett & Van Vleck 9 yrs., Columbia U. - Architecture - 2 yrs.

Previous application for membership, if any _____
[Date of Application]

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) George F. De Zeller

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. _____ (2) _____

[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) Hubertson - Secretary

[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) Charles H. Gilbert

(5) Everett Waid

(6) Ernest John Van Vleck

[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.]

N. Y. State (7) 717

Certificate #3188

NUMBER

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

COPY

December 6, 1932

Dear Mr. De Zeller:

Permit me to acknowledge with gratification, and on behalf of the Secretary, your application for membership in The American Institute of Architects, together with your check for the Initiation Fee and first year's Annual Dues in advance, received by reference from the office of the Secretary of the New York Chapter.

Your application appears to be complete in every respect, except for the following item:

The submission of exhibits of your executed work, consisting of working drawings and photographs of two buildings. These exhibits may be taken from the office files and need not be specially prepared. They are carefully returned in due course.

We are planning on holding a meeting of the Board of Examiners within the next week or ten days, for the consideration of all pending applications. Should your exhibits be received in time, we would be in a position to put your application forward to election at once.

May we not hear from you soon?

Yours sincerely,

Executive Secretary.

Mr. George F. De Zeller,
161 East 37th Street,
New York, N. Y.

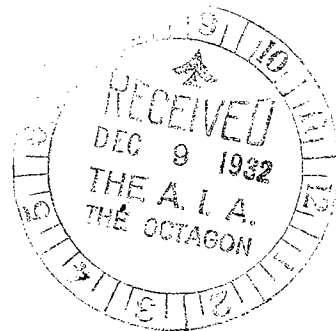
K/g

Copy to the Director,
New York Division

mm b

GEORGE F. De ZELLER
ARCHITECT
161 EAST 37TH STREET

NEW YORK, December 8, 1932.



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

Dear Sir:

As per your request of December 6th,
for a submission of exhibits of my executed
work consisting of working drawings and photo-
graphs of two buildings, I am sending under
separate cover, photographs and drawings of
the Royal Building, 150 William Street, and
the Downtown Athletic Club building, 18-20 West
Street, New York City.

*Rec'd
12-9-32
JH*

Thank you for your courtesy.

Very truly yours,

George F. De Zeller

GDeZ:P

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

December 12, 1932

Dear Mr. DeZeller:

This will acknowledge the receipt of your letter of December 8th, and, under separate cover, the exhibits of your executed work in connection with your application for membership in The American Institute of Architects.

Your application is now complete in every respect, and we shall take pleasure in putting it forward to election promptly.

You will be advised of the action taken in due course.

Sincerely yours,

Executive Secretary.

Mr. George F. DeZeller,
161 East 37th Street,
New York, N. Y.

K/g

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

December 13, 1932

My dear Miss Christie:

Thank you very much for your letter of December 1st, transmitting the application for membership on behalf of George F. De Zeller, together with check for \$50.00.

We have since received a package of exhibits from Mr. DeZeller, and his application appears to be complete in every respect. It will be presented to the Board of Examiners at its December meeting, and you will be advised of further developments.

With regard to Mr. Anthony DePace - as you know his application was held up and was acted upon by the Executive Committee at its meeting in November. As soon as the Minutes for that meeting have been approved, you will be advised of the action taken on his case.

Sincerely yours,

Executive Secretary.

Miss Marion Christie, Executive Secretary,
New York Chapter, A. I. A.,
522 Fifth Avenue, New York, N. Y.

K/G

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

COPY

March 16, 1933

My dear Miss Christie:

We are recently in receipt of a mimeographed circular letter from the Chairman of the New York Chapter's Committee on Admissions, Mr. Lansing C. Holden, listing the names of Messrs. George F. De Zeller and Robert Helmer as applicants for membership in the Institute, and asking for privileged communications regarding their eligibility for membership.

Under date of February 3rd we received a letter from you advising that Mr. DeZeller's application had been formally approved by the Executive Committee of the Chapter, at a meeting on February 2nd, on the recommendation of the Admissions Committee.

We had arranged our records according to the communication from you on February 3rd, and under our procedure Mr. DeZeller would be elected to membership effective March 15th - formal letters to be sent within the next few days.

It would be appreciated if you would let us know the status of Mr. DeZeller's application in the New York Chapter, and in the meantime final action thereon will be withheld.

Sincerely yours,

Executive Secretary.

Miss Marion Christie, Executive Secretary,
New York Chapter, A. I. A.,
522 Fifth Avenue, New York, N. Y.

K/g

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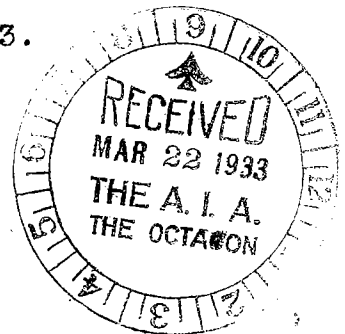
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ERIC KEBBON

PRESIDENT
VICE PRESIDENT
SECRETARY



FREDERICK MATHESIUS, JR. TREASURER
JAMES C. MACKENZIE, JR. RECORDER
MARION CHRISTIE EXECUTIVE SECRETARY

March 21, 1933.



Edward C. Kemper, Esq.
Executive Secretary, A. I. A.
1741 New York Avenue
New York, New York.

My dear Mr. Kemper:

I guess I am largely to blame for the mix-up over Mr. DeZeller's application for Institute membership. At the time I took over the Chapter office I read the Year Book through and made notes of particular duties and dates which I should keep in mind. However, I apparently either missed or forgot what was stated under "Committee on Admissions". I did write to Mr. Roger H. Bullard, the ex-chairman of this committee asking about any particular advice or instructions which he could give to me or to his successor, and he outlined the steps in connection with an application, stating that each name was broadcast by either the Chapter or the Institute, or both. When the Committee met at its first meeting on January 27th, Mr. Kebbon said that this procedure of broadcasting a name through the Chapter was new since he had been chairman of the Committee on Admissions, and was innovated under Mr. Bullard. We have tried to keep Chapter expenses to the minimum this year, and no other communication or notice was going out at that time. The Committee decided to approve Mr. DeZeller's name and also Mr. Ward Fenner's. Mr. Fenner was already a Chapter member, and his name was broadcast in the Octagon, so that it was felt unnecessary for us to do anything on it. Mr. DeZeller's name was to be broadcast in the Chapter bulletin, which was expected to be off the press in a short time, and in the meantime it was decided to recommend Mr. DeZeller's name to the Executive Committee for approval. This approval was given on February 2nd, as you already know.

Shortly afterwards, the proposed Chapter bulletin, after being postponed many times, was abandoned. When we recently had a group of notices of interest of our members, it occurred to me that it would be an excellent opportunity to broadcast Mr. DeZeller's name and that of Mr. Robert Helmer, also. As a matter of fact, I did not even consult Mr. Holden

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on it, but I did tell Mr. Kebbon of my intentions. We could see no objections, and felt that it would have the advantage of covering the situation.

These notices went out March 10th, and since the required ten days have elapsed and no objections have been received, I guess that incident is closed. Inadvertently I have caused the cart to become before the horse, it seems. I have just reread the Year Book and find that these broadcasts should be made before the Admissions Committee meets.

Mr. Anthony De Pace and Mr. Robert Helmer are the only two applicants still under consideration, and Mr. DePace's name was broadcast last spring. I rather doubt if there will be any additional applicants during this Chapter year. But I shall get off on the right foot next year if I still have the Chapter office.

I am sorry you have to read through this lengthy explanation, but I am sure that you can now release the formal letters making Mr. DeZeller's election effective, without fear of any further complication.

Yours sincerely,

Marion Christie
Executive Secretary.

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

March 22, 1933

Dear Mr. De Zeller:

Acting for the Secretary, I am pleased to advise you of your election to membership in The American Institute of Architects, effective March 15, 1933.

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 1933 is enclosed herewith. An engrossed Certificate of Membership in The American Institute of Architects will be sent to you in due course.

The exhibits which you sent to The Octagon, in connection with your application, are being returned to you under separate cover. If you do not receive them within a reasonable time please let us know.

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.

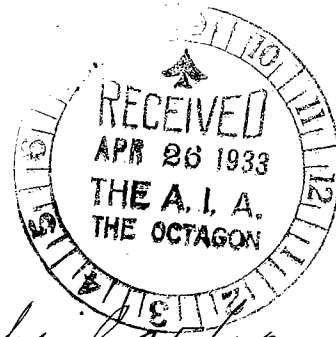
Cordially yours,

Executive Secretary.

Mr. George F. DeZeller,
161 East 37th Street,
New York, N. Y.

K/G
Enc.

GEORGE F. De ZELLER
ARCHITECT
161 EAST 37TH STREET



NEW YORK, April 25/33

Mr E. C. Kemper

Executive Secretary American Institute of Architects

Dear Sir,

I have just received a circular of information concerning the Emblem of Institute Memberships.

I do not desire such an Emblem, but am interested in obtaining a "Key" suitable for wearing on a watch chain.

Kindly place an order for such a Key at your earliest convenience and bill me for its cost.

Sincerely yours,
George F. De Zeller

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

2-3
COPY

April 26, 1933.

Dear Mr. De Zeller:

Yours of April 25th:

I am sorry to say that we have no Institute emblem in the form of a key. The only authorized insignia is that shown on the circular which you received.

Sincerely yours,

Executive Secretary.

Mr. George F. De Zeller, A. I. A.,
161 East 37th Street,
New York City, New York.

ECK*B