

Duncan, Paul J.
Southern California.

Initiation Fee	\$25.00	11/2/29
Fees	PAID 25.00	12/31/29
Unan. Ind.	no	
Exams	must send	
Cal Priv. Com. of		

Application for Membership

June 10th, 19 29

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 PAUL J. DUNCAN,

Address 703 Pacific Nat'l Bank Bldg. Los Angeles, California.

Place and date of birth St. Thomas, Canada, October 1, 1887.

Graduate in architecture.....

[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 Ecolé 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 Paul J. Duncan.

Have been in practice 3 years. If draughtsman, employed by.....

Collegiate and office training Graduate of High School and 20 years office experience

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) Paul J. Duncan
[Signature of Applicant.]

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

[For use when the applicant is an Associate.]

Chapter, A. I. A., on the following date Mar 23/1923 (2) A.S. Vibeck
[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) A.S. Vibeck
[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) Edgar H. Cline

(Essential if Registered) (5) Frank D. Hudson

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) Robert H. Orr

(7) 1457
NUMBER

[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.]

PIERPONT DAVIS, PRESIDENT
EDGAR H. CLINE, VICE PRESIDENT
A. S. NIBECKER, JR., SECRETARY
RALPH C. FLEWELLING, TREASURER



DIRECTORS
SUMNER M. SPAULDING, ONE YEAR
WILLIAM RICHARDS, TWO YEARS
EUGENE WESTON, JR., THREE YEARS

SOUTHERN CALIFORNIA CHAPTER

THE AMERICAN INSTITUTE OF ARCHITECTS

OFFICE OF THE SECRETARY
1624 BUSHNELL AVENUE
SOUTH PASADENA, CALIFORNIA



October 28, 1929.

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

Dear Mr. Kemper:

Enclosed please find duplicate application from
Mr. Paul J. Duncan, for Institute Membership in the Southern
California Chapter of the American Institute of Architects.

Mr. Duncan's name was submitted to the members
of the Southern California Chapter for election, and copies of
the following documents in connection therewith are enclosed.

- (a) Copy of Resolution adopted by the Executive Committee under date of June 24, 1929, authorizing thirty day letter ballot for election as Institute Member.
- (b) Copy of Resolution adopted by the Executive Committee under date of July 29, 1929, declaring result of letter ballot.
- (c) Copy of letter ballot.
- (d) Application Form - (Document No. 221).

Yours very truly,

SOUTHERN CALIFORNIA CHAPTER
AMERICAN INSTITUTE OF ARCHITECTS

By

A. S. Nibecker, Jr.
Secretary.

Must send:


*Exhibits.
Initiation Fee \$25.00
Annual dues \$25.00*


SOUTHERN CALIFORNIA CHAPTER
THE AMERICAN INSTITUTE OF ARCHITECTS

WHEREAS: Mr. Paul J. Duncan, 315 W. 9th Stree, Los Angeles, California, having regularly applied for membership in the American Institute of Architects, and

WHEREAS: It is the sense of the Executive Committee of the Southern California Chapter that said applicant is entitled to unanimous endorsement of the Chapter as provided in the rules of the American Institute of Architects regarding election of members, therefore be it

RESOLVED: That the Executive Committee of the Chapter under authority given by Section 3 of Article IV of the by-laws of the Chapter does hereby authorize the Secretary to send to each member of the Chapter a letter ballot returnable on or before July 24, 1929.

By 
President

By 
Secretary.

Dated: June 24, 1929

**SOUTHERN CALIFORNIA CHAPTER
AMERICAN INSTITUTE OF ARCHITECTS**

TO EACH MEMBER:

The Executive Committee of the Chapter, acting under the rules of the American Institute of Architects and the authority vested in them by the By-Laws of the Chapter, recommend the "unanimous endorsement" of the following applications for Institute membership, and request that you vote thereon.

To vote, place a cross in the "yes" or "no" column opposite the name of the candidate. Put the ballot in the plain envelope furnished. Write your name on the envelope, seal it and place in your own envelope and send it to the Secretary of the Chapter.

SOUTHERN CALIFORNIA CHAPTER,
The American Institute of Architects
A. S. NIBECKER, Jr., Secretary.

No exhibits of executed work are required in any case when the applicant has the unanimous endorsement of this Chapter. Unanimous endorsement is that endorsement in which each Institute member of the Chapter has had an opportunity to express himself by letter ballot, either for or against the member proposed, and upon such ballot no negative votes are received. **BALLOTS** must be returned to the Secretary on or before **July 24, 1929.**

LETTER BALLOT

"Unanimous Endorsement" of the Candidates for Institute Membership

DUNCAN, PAUL J. YES..... NO.....

703 Pacific National Bank Building, Los Angeles, California.
BORN: St. Thomas, Ontario, Canada, October 1, 1887.
OFFICE TRAINING: 20 years office experience and practicing.
ENDORSERS: Edgar H. Cline, Frank D. Hudson, Robert H. Orr.

MONACO, A. R. YES..... NO.....

Pershing Square Building, Los Angeles, California.
BORN: Paola, Italy, October 23, 1894.
EDUCATION: Graduate in Architecture Armour Institute of Technology; B. A. two years at Accademia Di Belle Art, Rome, Italy.
OFFICE TRAINING: Two years office of Jaryis Hunt, Chicago, seven years in practice.
ENDORSERS: A. S. Nibecker Jr.; Pierpont Davis, Myron Hunt.

RING, JONATHAN YES..... NO.....

408 South Spring Street, Los Angeles, California.
BORN: Philadelphia, August 1878.
EDUCATION: Special course in Architecture University of Pennsylvania 1905.
OFFICE TRAINING: 27 years various New York and Philadelphia offices; three years in practice.
ENDORSERS: David C. Allison, Myron Hunt, Chas. M. Hutchison.

TEST, LAWRENCE C. YES..... NO.....

360 South Oakland Avenue, Pasadena, California.
BORN: Pasadena, California, October 31, 1891.
EDUCATION: Graduate in Architecture, University of Pennsylvania 1920.
OFFICE TRAINING: Offices of Edwin Bergstrom, Reginald D. Johnson, Welles Bosworth. In practice one year.
ENDORSERS: H. C. Nickerson, Fitch H. Haskell, Edwin Bergstrom.

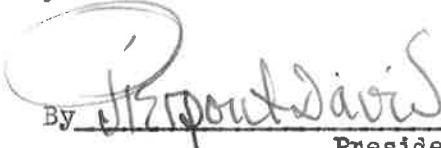
SOUTHERN CALIFORNIA CHAPTER
THE AMERICAN INSTITUTE OF ARCHITECTS

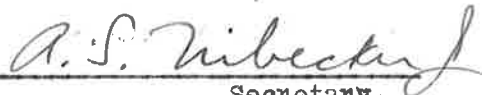
WHEREAS: Mr. Paul J. Duncan, 703 Pacific National Bank Bldg., Los Angeles, California, having regularly applied for membership in the American Institute of Architects, and the Executive Committee under authority of Section 3 of Article IV of the by-laws of the Chapter having by resolution authorized a letter ballot on such application for members of the Chapter, and

WHEREAS: The ballots cast have been duly canvassed this day by the Executive Committee, the result of which is as follows:

Number of votes cast,	55
Number of votes favorable	53
Number of votes unfavorable	2

THEREFORE BE IT RESOLVED: That this Executive Committee does hereby authorize the Secretary of the Chapter to file the application together with copy of this resolution, a copy of resolution of this Committee authorizing the letter ballot and a copy of the letter ballot with the Secretary of the American Institute of Architects.

By 
President.

By 
Secretary.

Dated: July 29, 1929

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

COPY

November 26, 1929

Dear Mr. Duncan:

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 Southern California Chapter.

We also wish to acknowledge your check in the amount of \$25.00 for the Initiation Fee, which has been received.

In order to complete your application, the following requirements should be taken care of:

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

(2) The payment of Annual Dues of \$25.00, which, for the new member, are payable in advance. These dues, of course, are applied to the first twelve months following the date of election.

As soon as the above requirements have been taken care of, we will be in a position to take further action thereon, and secure the approval of the Board of Examiners.

We trust that you will find it possible to complete your application at an early date.

Yours sincerely,

Executive Secretary.

Mr. Paul J. Duncan,
703 Pacific National Bank Bldg.,
Los Angeles, Calif.

K/fhg

COPY TO

FILES PRESIDENT SECRETARY TREASURER

PIERPONT DAVIS, PRESIDENT
EDGAR H. CLINE, VICE PRESIDENT
A. S. NIBECKER, JR., SECRETARY
RALPH C. FLEWELLING, TREASURER



DIRECTORS
SUMNER M. SPAULDING, ONE YEAR
WILLIAM RICHARDS, TWO YEARS
EUGENE WESTON, JR., THREE YEARS

SOUTHERN CALIFORNIA CHAPTER

THE AMERICAN INSTITUTE OF ARCHITECTS

OFFICE OF THE SECRETARY
1624 BUSHNELL AVENUE
SOUTH PASADENA, CALIFORNIA



December 20, 1929

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

Dear Mr. Kemper:

Referring to your letter of November 12th
and 26th, enclosed please find a check from Mr. Paul J. Duncan,
amounting to \$25.00, to cover his annual dues in advance.
I will send you the other checks as soon as they are received.

Yours very truly,

SOUTHERN CALIFORNIA CHAPTER
AMERICAN INSTITUTE OF ARCHITECTS

By

A. S. Nibecker, Jr.



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

COPY

January 6, 1930

Dear Mr. Nibecker:

Your letter of December 20th was duly received on the 26th, and we wish to thank you for the check of \$25.00 for Mr. Paul J. Duncan to cover his first year's Annual Dues in advance, subject to his election to membership in The American Institute of Architects.

We have been unable to bring Mr. Duncan's application before the Board of Examiners, as yet, because he has not sent in the necessary exhibits which should accompany his application. We wrote to him on this subject on November 26th, but have not heard from him as yet.

If you can do so, we would suggest that you urge Mr. Duncan to send in his exhibits by February 15th, in time for the next meeting of the Board of Examiners; otherwise, there is likely to be a further delay until April or May.

Yours sincerely,

Mr. A. S. Nibecker, Jr., Secretary,
Southern California Chapter, A.I.A.,
1824 Bushnell Avenue, So. Pasadena, Calif.

Executive Secretary.

K/fhg

COPY TO

FILES

PRESIDENT

SECRETARY

TREASURER

A. I. A.

RAUL J. DUNCAN

ARCHITECT
 662 North Robertson Blvd.
 703 - PACIFIC NATIONAL BANK BLDG.
 LOS ANGELES



January 14, 1930.

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

Dear Mr. Kemper:

I wish to apologize for the delay in forwarding to your office working drawings and photographs of two executed buildings.

I was ready to comply with your request at a recent date when I suffered a severe loss by fire. My drawing room was completely gutted. However, I am in hopes that I can get a set of plans from two of my clients to forward to you in the near future. The delay in sending was caused by my waiting for the proper time to have photographs taken of one particular job to forward to you.

I will comply with your request and forward something as soon as possible.

Yours very truly,

PAUL J. DUNCAN.

PJD:A

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

COPY

To Secretary,
So. Calif. Chapter

January 21, 1930

Dear Mr. Duncan:

We are just in receipt of your letter of January 14th, with regard to the delay in forwarding working drawings and photographs as exhibits of your work in connection with your application for membership in The American Institute of Architects.

We are sorry to hear of your loss by fire, and trust that it was not too serious.

At any time you are able to gather together the drawings, we shall be glad to receive them and submit them to the Board of Examiners. There is no particular hurry, except for the fact that the earlier the drawings are received, the earlier we can put forward your application and complete election.

For your information, there will be a meeting of the Board of Examiners about the 15th of February; after that, the next meeting will probably be held about the 15th of April. Whichever meeting suits your convenience will be acceptable to us.

Sincerely yours,

Executive Secretary.

Mr. Paul J. Duncan,
662 North Robertson Blvd.,
Los Angeles, Calif.

COPY TO

FILES

PRESIDENT

SECRETARY

TREASURER

K/ing

A. I. A.

PAUL J. DUNCAN

ARCHITECT

701 PACIFIC NATIONAL BANK BLDG.
662 North Robertson Blvd.
LOS ANGELES



February 10, 1930.

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

Dear Mr. Kemper:

Under separate cover I am mailing you today two parcels; one containing plans for the E. C. Elder and E. L. Fleming residence and the other containing photographs of both residences.

I trust that these will reach you in time to complete my application for regular membership in the A. I. A. on the 15th inst. The fire I experienced recently in my office seriously hindered my complying with your request, but I trust that the plans submitted will be satisfactory for the purpose.

Yours sincerely,

PAUL J. DUNCAN.

P
J
D
*
A

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

COPY

April 1, 1930

Dear Mr. Duncan:

Acting for the Secretary, I am pleased to advise you of your election to membership in The American Institute of Architects, effective March 31, 1930.

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

A Membership Card is enclosed herewith.

An engrossed Certificate of Membership in The American Institute of Architects is also sent to you, herewith.

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 in due course, 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. Paul J. Duncan,
662 North Robertson Boulevard,
Los Angeles, California.

K-TRD.
Encls.2

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COPY TO

FILES PRESIDENT SECRETARY TREASURER

A-I-A

PAUL J. DUNCAN
ARCHITECT
624 SOUTH LA BREA
LOS ANGELES, CALIF.

*B modified
omit discussion part of*

Mrs. M. M. M.

January 16th, 1936.



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

Gentlemen:

Regarding my delinquent dues, I find I am unable to pay these before the end of this month, thus retaining my membership. Needless to say I regret finding myself in a position of ever having to relinquish my membership.

If I send you a check for \$5.00 on account, with a note for the balance payable in sixty days, would this be satisfactory? I trust it will and that you will be able to extend a helping hand to a member who still prizes his connection with the Institute.

Yours very truly,

Paul J. Duncan
Paul J. Duncan.

PJD:MF

owed #30.

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

802
COPY

23

January 22, 1936.

Dear Mr. Duncan:

This will acknowledge your letter of January 18th concerning your dues in default.

The Board appreciates that there may be difficulty in making cash payment in full at this time, and desires to aid you as far as it can in retaining your membership in the Institute.

To help in this way, the Treasurer is authorized to accept your note in payment of the indebtedness, provided you will make a partial payment on account. As you have advised that you cannot pay cash in full at this time but are in a position to make a payment of \$5.00 on account, we are sending herewith a note, without interest, payable on or before March 31, 1936. This note covers your indebtedness except for the difference of \$5.00 which we understand you will pay now.

If you will sign and return the note, accompanied by a check making partial payment of \$5.00 - to reach the Treasurer of the Institute, at The Octagon, on or before January 31st - your membership will be preserved and your good standing as to unpaid dues restored as of January 1, 1936.

By direction of the Treasurer.

Sincerely yours,

Assistant Treasurer.

K-C
Encl.

Mr. Paul J. Duncan,
624 South La Brea St.,
Los Angeles, California.

Ans. Encl.

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

COPY

October 1, 1937

Dear Mr. Duncan:

For your convenience, we send this letter of reminder concerning your note for \$25.00 covering Institute dues in arrears, and now past due.

The Institute books will be closed on December 31, 1937.

We hope that it will be convenient for you to take care of this obligation prior to that date.

Sincerely yours,

Assistant Treasurer

K:E

Mr. Paul J. Duncan
Room 301, 624 South La Brea Street
Los Angeles, California.

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

2-3
COPY

December 1, 1937.

Dear Mr. Duncan:-

Thank you for your remittance of \$25.00, to cover your
note due the Institute.

The cancelled note is returned to you herewith.

Sincerely yours,

Assistant Treasurer.

Mr. Paul J. Duncan,
624 South LaBrea Street,
Los Angeles, California.

K.m
Enclosure.

SYLVANUS B. MARSTON, *President*
EARL T. HEITSCHMIDT, *Vice-President*
BEN H. O'CONNOR, *Secretary*
WILLIAM H. HARRISON, *Treasurer*



DIRECTORS
DONALD B. KIRBY, *One Year*
SAMUEL E. LUNDEN, *Two Years*
HERBERT J. POWELL, *Three Years*

SOUTHERN CALIFORNIA CHAPTER
THE AMERICAN INSTITUTE OF ARCHITECTS
816 WEST FIFTH STREET, LOS ANGELES
MUTUAL 4592

January 31, 1940

Mr. Edwin Bergstrom, President
American Institute of Architects
1741 New York Avenue, N. W.
Washington, D. C.

Dear Mr. Bergstrom:

In accordance with your suggestion to Mr. Lunden, in regard to the remission of dues for Paul J. Duncan, the Executive Committee of the Chapter has remitted Mr. Duncan's dues for the years 1938 and 1939, provided he pay 1940 dues to both the Chapter and Institute in full. Mr. Duncan has now complied with this suggestion and I enclose herewith his check to the Institute in the amount of \$20.00, in payment of his 1940 dues.

It is my understanding that the Institute will now remit Mr. Duncan's dues for 1938 and 1939 and restore his membership.

With kindest personal regards, I am

Very truly yours,

Ben H. O'Connor, Secretary

BHO: HW
Enc.

Received Payment
Am. ic Instit architects
2/9/40 - 700-

WASHINGTON, D. C.
1940 FEB -5 AM 10:35
THE AMERICAN
INSTITUTE OF ARCHITECTS

Membership terminated 12-31-39. Mr. Duncan owed Institute dues for 1938-39-
\$40.00
LM

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

608
COPY

THE AMERICAN
INSTITUTE OF ARCHITECTS

1940 FEB -8 AM 11:30

WASHINGTON, D. C.

2
Alumni

Feb
January 6, 1940

Dear Mr. O'Connor:

Your letter of January 31, 1940, enclosing check of Paul J. Duncan for \$20.00 to cover 1940 Institute dues, subject to the remittance by The Institute of his dues for 1938 and 1939, and the restoration of his membership, is received, and will be acted upon at the first opportunity.

It is noted that the Chapter has remitted his Chapter dues for a similar period and desires to have him re-admitted to The Institute under the conditions stated.

Yours very truly,

Mr. Ben H. O'Connor, Secretary
Southern California Chapter, A.I.A.
816 West Fifth Street
Los Angeles, Calif.

EB:r

UNDER authority to elect members, as vested in me by The Board of Directors of The American Institute of Architects, by resolution of The Executive Committee adopted at its meeting on December 10-13, 1934; and in accord with the attached report of The Board of Examiners, I hereby declare

APPLICATION NO AP

608

Dated January 31, 1940.
Received February 5, 1940.
Granted May 17, 1940.

.....
elected a corporate member of The American Institute of Architects and assigned to membership in the.....Chapter,
effective.....19.....

MEMBERSHIP NO 608

.....Secretary

APPLICATION FOR MEMBERSHIP

RE-ADMISSION TO

RECORD OF THE SECRETARY OF THE INSTITUTE

- A. Name of applicant... Paul J. Duncan..... Chapter ... Southern California
- B. Address of applicant ... 756 South Spring Street, Los Angeles, California
- C. Applicant proposed by and
- D. Application received with check for \$20.00..... on..... February 5, 1940.
Owed dues for 1938-1939 - \$40.00
- E. Application ^{held} returned for ~~correction~~ remission of dues... February 5, 1940.
Dues remitted; admission fee waived by The Board May 17, 1940.
- F. Application in due order on May 17, 1940.
- G. Notices sent to chapter executive committee:
 - (a) Form S11, reasonable time ending on.....19...., on 19 .
 - (b) Form S12, 30 day extension ending on19...., on 19 .
- H. Acknowledgments to ~~applicant, proposer, and chapter~~ on..... February 6, 1940.
- I. ^{Advice} Certified resolution of chapter executive committee recommending admission ~~or that application be denied~~ received on..... February 5, 1940.
- J. No report from chapter executive committee on..... 19 .
- K. Application sent to The Board of ^{Directors} ~~Examiners~~ on May 15, 1940.
- L. The Board of ^{Directors} ~~Examiners~~ reported on application on May 17, 1940.
- M. Applicant was admitted on (By The Board of Directors) May 17, 1940.
- N. Notice ~~and certificate~~ to applicant and notice of assignment to chapter ~~and letter to proposer~~ on June 27, 1940.
- O. Notice of denial of application to chapter and applicant and \$... returned to applicant on 19 .

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

2-3
COPY

June 27, 1940

Dear Mr. Duncan:

The Secretary is happy to inform you that you have been readmitted to corporate membership in The Institute and assigned to the Southern California Chapter, by action of The Board of Directors at its annual meeting in May, 1940. Also, your indebtedness for Institute dues in the amount of \$40.00 for the years 1938 and 1939 has been remitted in full, and the admission fee of \$5.00 was waived.

Your readmission was made effective as of May 17, 1940.

The Board of Directors welcomes you again 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,

Chas. J. Ingham
Secretary

Mr. Paul J. Duncan, A.I.A.,
756 South Spring Street,
Los Angeles, California.

CTI/g
Enclosure

JOHN J. LANDON, *President*
CHARLES E. FRY, *Vice-President*
C. DAY WOODFORD, *Secretary*
WM. GLENN BALCH, *Treasurer*



DIRECTORS
PAUL O. DAVIS, *One year*
JOHN REX, *One year*
HENRY L. WRIGHT, *Two years*
KEMPER NOMLAND, *Three years*

SOUTHERN CALIFORNIA CHAPTER
THE AMERICAN INSTITUTE OF ARCHITECTS
SUITE 9, 3723 WILSHIRE BOULEVARD, LOS ANGELES 5
DUNKIRK 4-1197

June 16, 1951

Miss Florence Gervais, Secretary,
Membership,
American Institute of Architects
1741 New York Avenue
Washington, D. C. -6-

Dear Miss Gervais:

I have just received request from Mr. Paul J. Duncan for reinstatement of his membership in the Institute and this Chapter. Will you check the records and advise whether or not Mr. Duncan was in good standing with the Institute at the time he terminated his membership.

Will you also advise Mr. Duncan, at 13310 Moorpark St. Sherman Oaks, California, direct.

Sincerely,

Rita E. Miller, Executive Secretary.

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Rec'd JAG
6-25-51
Mrs M. Stetson
please - G.

terminated
12-31-43
Sinc. for 1942-43 \$40
So. Calif Chapter
Bum

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

COPY

Suzanne

My dear Miss Miller:

Responding to your inquiry of June 16th, with regard to the status of Mr. Paul J. Duncan's former membership in The Institute:

From the records it appears that his membership lapsed on December 31, 1943, at which time he owed for Institute dues for 1942 and 1943 in the total amount of \$40.00.

If Mr. Duncan wishes to apply for readmission, his application should be accompanied by check covering those past dues, plus \$45.00 - \$5.00 of which is for the readmission fee; and \$40.00 for one year's dues in advance.

Should there be any indebtedness for chapter dues they should receive Mr. Duncan's attention also.

As you suggest, a copy of this letter is going to Mr. Duncan for his information.

Sincerely yours,

Secretary to
The Board of Examiners

Miss Rita E. Miller, Executive Secretary
Southern California Chapter, A.I.A.
3723 Wilshire Boulevard - Suite 9
Los Angeles 5, California

Copy to Mr. Paul J. Duncan



INSTRUCTIONS

Type in all information carefully and sign with ink.

Mail this original and check for \$10.00 to The Secretary, The American Institute of Architects, 1741 New York Avenue, N. W., Washington 6, D. C.

File the duplicate, on yellow paper, with the secretary of the local Chapter of The Institute.

The American Institute of Architects

APPLICATION FOR CORPORATE MEMBERSHIP

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

1. My full name is PAUL J. DUNCAN

2. I am a NATURALIZED citizen of U.S.

3. My legal residence is in the City of LOS ANGELES,
County of LOS ANGELES State of CALIFORNIA.

4. My address in The Institute records will be
Number 4535 Street RADFORD AVE.
City NOR, HOLLYWOOD Zone - State CALIF.

5. I am engaged in the profession of architecture as PRACTICING ARCHITECT

6. I desire to be a member of the SO. CALIFORNIA Chapter.

7. I declare that I will comply with the By-laws; and the Standards of Professional Practice of The American Institute of Architects, which are attached hereto; and the Rules and Regulations supplementary thereto; and that I understand the duties, responsibilities, and obligations of a member of The Institute; and that I have read and understand all the information contained in this form and its attachments.

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 component organizations.

9. I enclose my check for \$10.00, for admission fee and the first year's annual dues, of which \$1.00 is for a year's subscription to the Bulletin of The American Institute of Architects. It is my understanding that if I am not admitted to membership \$5.00 will be returned to me, and \$5.00 retained by The Institute as an examination fee.

Is Architecture your principal vocation? YES
If you are practicing any other vocation kindly indicate the nature of the work.

Date _____ 19__

Paul J. Duncan
Applicant sign full name in ink



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2. State whether a natural or a naturalized citizen.

4. State whether residence or office address.

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

STATISTICS

10. Date of birth *OCT. 1ST 1887* Place of birth *ST. THOMAS, ONTARIO, CANADA*

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

CALIFORNIA.

(b) I passed the State Board Examination in the following-named states:

LOS. ANGELES. B. 1457.

(c) I hold Certificate No.....of the National Council of Architectural Registration Boards, for having passed their Standard Examination.

EDUCATION

12.(a) I attended high schools, private schools, colleges, universities, as follows:

Name of School, College, University	Location	No. of Years	Year of Graduation	Degree
<i>HIGH SCHOOL (COLLEGE INSTITUTE)</i>	<i>ST THOMAS, A.</i>		<i>1902</i>	
<i>EXTENSION COURSES, TORONTO UNIVERSITY: SUBJECTS, SELECTED TO SUPPLEMENT HIGH SCHOOL, AS TO MY ARCHITECTURAL TRAINING, ETC. SUCH AS HISTORY OF ARCHITECTURE, LIFE & PERSPECTIVE DRAWING, THEORY OF DESIGN, ARCHITECTURAL DRAWING, MECH. DRAWING. PLANE & FIG. GEOMETRY</i>				

(b) I have held the following-named scholarships or other honor awards, and have traveled in the following-named countries:

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:

	From	To
<i>A. M. PATTERSON ARCHITECT -</i>	<i>1908</i>	<i>1909</i>
<i>RUSSELL E RAY -</i>	<i>1909</i>	<i>1910</i>
<i>ROBERT H. ORR " FAIA</i>	<i>1910</i>	<i>1927</i>
<i>LEFT - ROBERT H. ORR to PRACTICE ARCHITECTURE. 1927</i>		

PROFESSIONAL PRACTICE

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).

From To
CALIFORNIA. 1927 - 1936
" 1946 - PRESENT

BUSINESS AFFILIATIONS

15. I list below other business in which I participate or own an interest, and the extent of such participation or interest.

NONE

PRESENT OR PREVIOUS MEMBERSHIPS IN ARCHITECTURAL ORGANIZATIONS

- 16. Member of Institute from 1927 to 1943
17. Junior of Institute from to
18. Associate of Chapter from to
19. Junior Associate of Chapter from to
20. Student Associate of Chapter from to
21. Member of State Organization in from to

ENDORSEMENT BY PROPOSERS

(The two proposers must be corporate members of The Institute in good standing.)

I, the undersigned, do hereby certify that I have read the statements made hereinabove by the applicant and believe them to be correct. I vouch for his honorable standing in this community and in his profession, and I believe he is fully qualified for membership and I propose him therefor.

I have known the applicant for years. I have known the applicant for 15 years.

Signed John J. Sanderson Paul Hunter
Proposer Proposer
Address 1924 Hillhurst Blvd. N. 635 1/2 S. La Brea L.A. 36
John J. Sanderson Paul Hunter
3.

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

COPY

Hold for check

July 13, 1951

Dear Mr. Duncan:

On behalf of The Secretary, we wish to acknowledge, with appreciation, your application for readmission to membership in The Institute and the Southern California Chapter. It is in good order and will be put forward promptly.

With your application you sent your check in the amount of \$125.00 for past dues and dues in advance.

Evidently, our letter advising of the amount necessary to be paid when you applied for readmission was not clear. The proper amount is \$85.00, to cover the following:

Past dues for 1942 and 1943 - - - -	\$40.00
Readmission Fee - - - - -	5.00
A.I.A. Dues in advance, subject to readmission- - - - -	<u>40.00</u>
Total- - - - -	\$85.00

Accordingly, we are returning your check for \$125.00 herewith, and ask that you send another in the amount of \$85.00.

Sincerely yours,



Secretary to
The Board of Examiners

Mr. Paul J. Duncan
4535 Radford Avenue
North Hollywood, California

Enclosure

Copy to the Secretary,
Southern California Chapter, A.I.A.

Mrs Miller

PAUL J. DUNCAN *Architect*

13310 MOORPARK STREET

SHERMAN OAKS, CALIFORNIA

STANLEY 7-4228

July 18th, 1951

The American Institute of Architects
1741 New York Ave, N.W.
Washington, D.C.

Gentlemen;

Enclosed please find my check in your
favour for \$85.00.

Past dues.....	\$40.00
Readmission Fee.....	5.00
A.I.A. Dues in advance	
Subject to readmission	40.00
<u>Total...</u>	<u>\$85.00</u>

I wish to thank you for bringing to my attention
the error of computing the exact amount,

your truly

Paul J. Duncan
Paul J. Duncan

Enclosure

8502-7/17/51
Aur

1951 JUL 30 AM 9:40
WASHINGTON, D. C.



THE AMERICAN INSTITUTE OF ARCHITECTS
THE OCTAGON, WASHINGTON, D. C.
Office of The Secretary

RECORD OF REGISTRATION

OF

Paul J. Duncan, North Hollywood, California
(Name of Applicant)

SECRETARY,
BOARD OF ARCHITECTURAL EXAMINERS,
Los Angeles, California
Address

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 July 17, 1951

Carl W. Dineen
Secretary

1. Is the applicant registered or licensed to practice architecture in your state? Yes
2. Was his registration or licensing by examination? Yes or by exemption?
3. What was the scope of the examination? Oral Examination and exhibit of drawings - plans and photographs.
4. What was the period of the examination? 1 days. Written examination 1 hours; Oral examination 1 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 first registration February 23, 1926. Registration No. B-1457. Is it current? Yes

Robert K. Kelley
(Signature of Secretary of Board)

Date July 24, 1951

California State Board of Architectural Examiners
(Name of Board)

October 15, 1951

Dear Mr. Duncan:

The Secretary is happy to inform you that your application for readmission to membership in The Institute was acted on favorably by The Board of Directors and that you were readmitted to corporate membership in The Institute and assigned to membership in the Southern California Chapter and the California State Council of Architects effective October 15, 1951. 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.

The Board of Directors welcomes you again to membership in The Institute and The Secretary's office is at your service to the extent of its powers.

The policies and 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. Paul J. Duncan, A.I.A.
4535 Radford Avenue
North Hollywood, California

CWD/mjj

Enclosures: