

Dated November 30, 1948.
Received December 18, 1948.
Granted 19

MEMBERSHIP NO



THE AMERICAN INSTITUTE OF ARCHITECTS

APPLICATION FOR MEMBERSHIP

RECORD OF THE SECRETARY OF THE INSTITUTE

In due order
December 30, 1948
J. J. Gervais

- A Name of applicant Helen Douglass French..... Chapter Northern California
- B Address of applicant 177 Post Street, San Francisco 8, California.....
- C Applicant proposed by Lester W. Hurd..... and Henry H. Gutterson.....
- D Application received with check for \$10.00..... on..... December 18, 1948.
- E Application returned for correction (Wrote D.C. and Fla. Cent. Chapters Jan. 5, 1949)
- F Application in due order on ^{re: past Asso. dues)} ~~Owes no past dues to Fla. Cent.~~..... December 30, 1948.
- Record of registration, Form S39, Sent ^{Owes no past dues to D.C.} (Cal.) Dec. 29, 1948. Received ^{March 30, 1949} January 10, 1949
(Fla.) Dec. 29, 1948. Received ^{January 3, 1949} January 3, 1949
(Not registered in Fla.)
- 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..... December 30, 1948.
- I Certified resolution of chapter executive committee recommending admission
~~that application be denied~~ received on..... December 18, 1948.
- J No report from chapter executive committee on..... 19
- K Application sent to The Board of Examiners on..... 19
- L The Board of Examiners reported on application on..... 19
- M Applicant admitted on..... 19
- N Notice and certificate to applicant and notice of assignment to chapter and letter
to proposers on..... 19
- 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

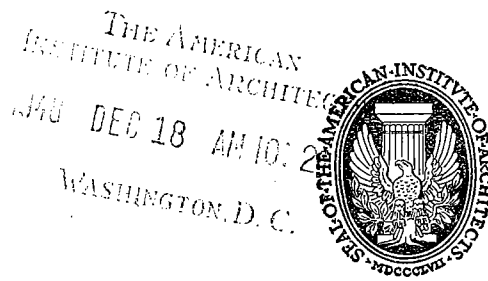
to membership in The Institute, and hereby declare him to be a corporate member of The Institute and assign him to membership in the Chapter.

Date

19

Carl A. [Signature]
Secretary

(a)



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 **HELEN DOUGLASS FRENCH**
2. I am a **native born** citizen of **the United States of America**
3. My legal residence is in the City of **Mill Valley, California**

County of **Marin** State of **California**

4. My address in The Institute records will be **177 Post Street**
San Francisco 8
California

Number

Street

City

Zone

State

5. I am engaged in the profession of architecture as **practising architect.**
6. I desire to be a member of the **Northern 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.
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.

Date **Nov. 30**19**48**

Helen Douglas French
Applicant sign full name in ink



2. State whether a natural or a naturalized citizen.

4. State whether residence or office address.

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

STATISTICS

10. Date of birth July 3, 1900 Place of birth Arlington, Massachusetts

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: Florida

(c) I hold Certificate No. 2080 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
Cambridge School, Cambridge, Mass.		3	-	-
Miss Haskell's School, Cambridge, Mass.		1	1917	B
Cambridge School of Architecture, Cambridge, Massachus.		4	1921	certificate only, as no degrees given as early as 1921

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

No scholarships

US, France, Switzerland, Italy

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
Frank A. Bourne, Boston, Mass.	June, 1921	Sept. 1921
Stanley B. Parker " "	1921	1923
Eliza Newkirk Rogers, Boston, Mass.	1923	1924
Charles G. Loring, " "	1924	1927
Clarence A. Martin, Sarasota, Florida	1935	1940

Note: Designing and detailing done in all of the above offices.

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	
As an individual *** -----	1935	1940	in Massachusetts
As an associate of C? A. Martin, Architect ----	1935	1940	in Florida
As an individual in Florida -----	1940	1946	in Florida
As an individual -----	1946	to date	in California

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~~ to
- 17. ~~Member of Institute from~~ to
Central-Florida Chap. - 1940
- 18. Associate of Washington, D.C. Chap. 1942 Chapter from to
Northern Calif.----- 1946 to date
- 19. ~~Practice 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 3 years.

I have known the applicant for years.

Signed Lester W. Hurd

Signed Henry H. Kutterson

Proposer
526 Powell St. S.F.
Address

Proposer
421 Powell St. S.F.
Address

Lester W. Hurd 3.

Henry H. Kutterson, 3.



THE AMERICAN
INSTITUTE OF ARCHITECTS

JAN -3 AM '48

WASHINGTON, D. C.

Nº AP

6621

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

Office of The Secretary

RECORD OF REGISTRATION

OF

Helen Douglass French, San Francisco, Cal.

(Name of Applicant)

SECRETARY,

BOARD OF ARCHITECTURAL EXAMINERS,
Jacksonville, Fla.

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 Dec. 29, 1948

Secretary

1. Is the applicant registered or licensed to practice architecture in your state? No
2. Was ~~his~~ ^{her} registration or licensing by examination? Yes or by exemption? _____
3. What was the scope of the examination? Junior or written examination
Grade in General Average 78.06
4. What was the period of the examination? 4 days. Written examination 36 hours; Oral examination 1/4 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 June 9, 1939 Registration No. 1270 Is it current? No

(Signature of Secretary of Board)

Date Dec. 31, 1948

Florida State Bd. of Architecture

(Name of Board)

Mrs. French's certificate was cancelled Sept. 15, 1947, without prejudice, at her own request.



THE AMERICAN INSTITUTE OF ARCHITECTS
210 JAN 10 AM 8:46
WASHINGTON, D. C.

No AP
6621

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

RECORD OF REGISTRATION

OF

Helen Douglass French, San Francisco, Cal.
(Name of Applicant)

SECRETARY,

BOARD OF ARCHITECTURAL EXAMINERS,
Los Angeles, Cal.

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 December 29, 1948

Paul W. [Signature]
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? Written exam in Florida
Oral exam. in California
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? _____ If so, give Certificate No. _____
6. Date of first registration Sept. 17 19 46 Registration No. C-720 Is it current? Yes

Janette Selsberry
Executive (Secretary of Board)

Date January 3, 1949

California State Board of Architectural Examiners
(Name of Board)

WASHINGTON - METROPOLITAN CHAPTER
THE AMERICAN INSTITUTE OF ARCHITECTS

THE AMERICAN
INSTITUTE OF ARCHITECTS

1949 JAN -7 AM 9:38

WASHINGTON, D. C.

January 6, 1949

Mr. Edmund R. Purves
Executive Director
The American Institute of Architects
1741 New York Avenue, N. W.
Washington 6, D. C.

Dear Mr. Purves:

Your letter of January 5, 1949 concerning the application of Miss Helen Douglass French for corporate membership in the Institute has been received and I wish to report as follows:

The Treasurer's records indicate that Miss French resigned from the Washington Metropolitan Chapter on August 19, 1946. On January 1, 1946 she was billed for dues amounting to eleven dollars (\$11.00). This indebtedness remains unpaid at this writing.

Sincerely yours,



Branch D. Elam
Secretary

BDE:LG

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

COPY

January 18, 1949

Dear Miss French:

With further reference to your pending application for corporate membership in The Institute and its Northern California Chapter:

You state in your application that you were an Associate of the Florida Central Chapter and the Washington-Metropolitan Chapter. According to the record received here from the Secretary of the Washington-Metropolitan Chapter, you are indebted to the Chapter in the amount of \$11.00 for 1946.

Under established procedure, applicants for corporate membership may not be indebted to The Institute or to the Chapter of which they were a member.

Therefore, before further consideration may be given to your application, your account with the Chapter should be cleared. It is suggested that you get in touch with Mr. Branch D. Elam, Secretary of the Washington-Metropolitan Chapter, 2011 K Street, N. W., Washington, D. C.

Your application will be held in abeyance until advice is received from you or from the Chapter. If we can be of any assistance in any way, please let us know.

Sincerely yours,

Executive Assistant

Miss Helen Douglass French
177 Post Street
San Francisco 8, California

R/k

cc to: Secretary, Northern California Chapter, A.I.A.
Secretary, Washington-Metropolitan Chapter, A.I.A.

HELEN DOUGLASS FRENCH
ARCHITECT

THE AMERICAN
INSTITUTE OF ARCHITECTS

177 POST STREET • SAN FRANCISCO 8

1949 FEB -7 AM 10:37

WASHINGTON, D. C.

January 24, 1949

Mr. J. W. Rankin, Executive Assistant
The American Institute of Architects
1741 New York Avenue, N. W.
Washington 6, D. C.

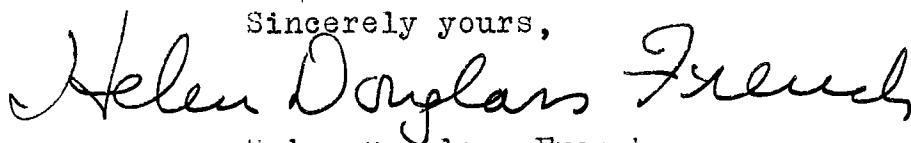
Dear Mr. Rankin:

Your letter of January 18th received.

The statement that I owe Washington Metropolitan Chapter \$11.00 is a great surprise to me. I have no notice of such or have had as far as I know. I left Washington, D. C. in January 1946 and told the officers at that time, I believe Tom Locraft, President and Joseph Abel, Treasurer of my desire to resign from their group. I was told to disregard the notice of dues since I was retiring from their chapter and I've never had any notification of owing them any amount. If that had been the case surely they would have made it known to me, don't you think so?

Of course, I am anxious to do the right thing. In this case I think it is simply a matter of their not checking me off the list when I left.

Sincerely yours,



Helen Douglass French

HDF/RSD

OFFICERS - 1949

D BEACH KIRBY, PRESIDENT
PH N. POLLACK, VICE-PRESIDENT
ROLAND GIBBS, SECRETARY
BOLTON WHITE, TREASURER



DIRECTORS - 1949

WILBUR D. PEUGH, ONE YEAR
JOHN LYON REID, TWO YEARS
GIFFORD E. SOBEY, THREE YEARS

THE AMERICAN INSTITUTE OF ARCHITECTS
NORTHERN CALIFORNIA CHAPTER
369 PINE STREET • SAN FRANCISCO 4

REC'D MAR 25 1949

March 24, 1949

Mr. Clair W. Ditchy, Secretary
The American Institute of Architects
1741 New York Avenue, NW
Washington 6, D.C.

Dear Mr. Ditchy:

On December 29, 1948 Mrs. Helen Douglass French applied for Corporate Membership in The Institute, and at that time we sent you the "Favorable Recommendation" of the Northern California Chapter as Mrs. French was an Associate Member of this Chapter, in good standing.

Since then you have had some correspondence with Mrs. French on the subject of her alleged delinquent dues as a former Associate Member of the Washington, D.C. Chapter of The Institute.

Mrs. French has asked us about this and we are writing to say that in March 1947 when we approved Mrs. French's Associateship in this Chapter we did so partly on the recommendation of the Washington D.C. Chapter. We inclose, herewith, a copy of the letter from Mr. Harry Barrett, at that time Secretary of the Chapter. The original letter is in our files.

As you will see the Washington D.C. Chapter has evidently made some mistake in bookkeeping.

Mrs. French is still an Associate Member of the Northern California Chapter, in good standing, and we would appreciate your efforts to put through her application for Corporate Membership.

Very truly yours,

W. Roland Gibbs, Secretary

incl
HHA

WASHINGTON

DISTRICT OF COLUMBIA CHAPTER OF THE AMERICAN INSTITUTE OF ARCHITECTS

C
O
P
Y

March 11, 1946

Mrs. Helen Douglass French
177 Post Street
San Francisco, California

Dear Mrs. French:

A Corporate Member must write to the Institute when desiring to transfer, and an Associate Member must apply to the Chapter to which he is transferring.

When you make your application to transfer to the San Francisco Chapter you may use this letter to show that you are in good standing in the Washington, D.C., Chapter.

Sincerely yours,

/s/ HARRY BARRETT, Secretary
2100 Connecticut Ave. (8)

HB/em

WASHINGTON - METROPOLITAN CHAPTER
THE AMERICAN INSTITUTE OF ARCHITECTS

REC'D APR 1 1949

March 31, 1949

Mr. Edmund R. Purves
Executive Director
American Institute of Architects
1741 New York Avenue, N. W.
Washington 6, D. C.

Dear Mr. Purves:

This is to confirm my conversation with your office yesterday concerning the status in this Chapter of Mrs. Helen Douglas French. I regret that it has been so difficult for Mrs. French to clear this organization but the fact that Mr. Barrett's original letter of March 11, 1946 was sent to the Northern California approving her transfer our records were left incomplete.

I trust our error has not proven too embarrassing for Mrs. French.

Sincerely yours,



Branch D. Elam, Secretary

BDE:LG

FRANCIS H. EMERSON, A. I. A.

Architect

114-B GREENEDA COURT

WINTER PARK, FLORIDA

EAST PARK AVENUE S-

THE AMERICAN
INSTITUTE OF ARCHITECTS
JUN 26 11 30 AM '45
WASHINGTON, D. C.

Mr. Edmund B. Perwin
Executive Director A.I.A.
1741 New York Ave
Washington D.C.

Dear Mr. Perwin

In reply to your letter of June 5
my past records of minutes show that
Miss Helen D. French was transferred
to Washington Chapter June 10 1945
and was at that time a member of the
Ila Central Chapter in good standing.

Sorry I was delayed in answering
your letter but records of the past minutes
were in custody of the Chapter President at
the time your letter arrived

Yours Truly

Francis H. Emerson



DOUGLAS WILLIAM ORR PRESIDENT
GLENN STANTON VICE PRESIDENT
CLAIR W. DITCHY SECRETARY
CHARLES F. CELLARIUS TREASURER

EDMUND R. PURVES
EXECUTIVE DIRECTOR

THE AMERICAN INSTITUTE OF ARCHITECTS
1741 NEW YORK AVENUE, N. W.
WASHINGTON 6, D. C.

January 26, 1949

Dear Mr. Emerson:

Thank you for your letter advising us that Miss Helen Douglass French is in good standing with the Florida Central Chapter.

Your attention in this matter enables us to expedite the progress of Miss French's application.

Sincerely yours,

J. W. Rankin

Executive Assistant

Mr. Francis Horton Emerson, Secretary
Florida Central Chapter, A.I.A.
P. O. Box 759
Winter Park, Florida

R/k

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

COPY

May 12, 1949

Dear Miss French:

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 Northern California Chapter, effective May 12, 1949. 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

Miss Helen Douglass French, A.I.A.
177 Post Street
San Francisco 8, California

CWD/ak
Enclosures



THE AMERICAN INSTITUTE OF ARCHITECTS

Application for Membership Emeritus

TO BOARD OF DIRECTORS,
THE AMERICAN INSTITUTE OF ARCHITECTS:

I wish to apply for Membership Emeritus in The Institute for the following reasons:

Check the appropriate reason

- I am more than 70 years of age.
- I am 65 years of age, retired, and not engaged in the practice of architecture.
- I am unable to engage in the practice of architecture.

I have been in good standing in The Institute and the Northern California chapter for 15 successive years or more immediately preceding the date of this application.

Date Jan. 28 1968

Helen Douglass French
(APPLICANT'S FULL SIGNATURE IN INK)

The applicant may supplement the above reasons in writing below or on sheets which he shall attach to this application. Under exceptional conditions and circumstances, The Board of Directors may lessen the period of good standing but not the requirements as checked above.

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

HELEN DOUGLASS FRENCH A.I.A. ARCHITECT

305 GRANT AVENUE • SAN FRANCISCO 8, CALIFORNIA • YUKON 6-6563

Jan 28 1968

The Board of Directors
No. Calif Chapter
American Institute of Architects
Sutter Street
San Francisco, 94108

Gentlemen:-

If you decide that I may become an Emeritus I do hope it will not be necessary to announce that H.D.F. has become thus age!

Once I was present when such an announcement was made regarding a member - He was present too and he was not very happy - so perhaps it isn't just feminine of me!

I shall look forward to continuing work on committees - I do indeed wish the Preservation committee was more active.

After Feb 1st my address will be
2659 Filbert St.

San Francisco Ca. 94123

Yours very truly,-
Helen D. French



NORTHERN CALIFORNIA CHAPTER OF THE AMERICAN INSTITUTE OF ARCHITECTS

254 SUTTER STREET • SAN FRANCISCO 94108 • DOUGLAS 2-7397

February 9, 1968

Mrs. Maureen Marx
American Institute of Architects
1735 New York, N.W.
Washington D.C. 20006

Dear Maureen:

The Executive Committee approved the Emeritus Membership for Mrs. Helen Douglass French. She has been a member in good standing for nineteen years...also active in our Chapter. Please make this effective if possible December 31, 1967. Thank you.

Sincerely,



Janet Lentz
Administrative Assistant

paid

elec. 1949

67

2/12/68

THE AMERICAN INSTITUTE OF ARCHITECTS

The Octagon • 1735 New York Avenue, N. W. • Washington 6, D. C. • EXecutive 3-7050

February 19, 1968

Mrs. Helen Douglass French, AIA
305 Grant Avenue
San Francisco, California

Dear Mrs. French:

It gives me pleasure to inform you that I have authorized your election as a Member Emeritus of The Institute as of December 31, 1967.

The Treasurer's Office of The Institute and your component organizations are being directed to adjust the records accordingly.

On behalf of The Officers and Board of Directors, I wish to take this opportunity to express my great appreciation for your support, throughout your many years of membership, of the work and projects undertaken by The Institute and its components for the cause of better architecture.

We hope that your interest in The Institute and Chapter will continue, even though you have now been relieved of all dues payments.

With best wishes,

Sincerely yours,

Rex W. Allen, FAIA

RWA:bjm