



Dated June 4 1943.  
Received July 12 1943.  
Granted December 14, 1943

MEMBERSHIP NO 1854

In due order  
August 9, 1943  
H. J. Gorman

THE AMERICAN INSTITUTE OF ARCHITECTS

APPLICATION FOR MEMBERSHIP

RECORD OF THE SECRETARY OF THE INSTITUTE

- A Name of applicant... Clarence Bushnell Litchfield... Chapter NEW YORK.....
- B Address of applicant... 415 Lexington Avenue - New York City.....
- C Applicant proposed by... John A. Frank..... and E. James Gambaro  
Carroll W. Harding.....
- D Application received with check for \$10.00..... on July 12, 1943.....
- E Application returned for correction - another endorser in lieu of  
Mr. Harding who is in default. Returned with endorsement Aug. 9, 1943.....
- F Application in due order on..... August 9, 1943.....
- Record of registration, Form S39, Sent N.Y. - July 26 1943. Received July 30 1943.....
- G Notices sent to chapter executive committee:
  - (a) Form S11, reasonable time ending on... September 9, 1943, on August 9, 1943.....
  - (b) Form S12, 30 day extension ending on October 9, 1943, on September 9, 1943.....
- H Acknowledgments to applicant, Director, proposers, and chapter on..... July 28 1943.....
- I Certified resolution of chapter executive committee recommending admission  
~~or that application be denied~~ received on..... November 8, 1943.....
- J No report from chapter executive committee on..... 19.....
- K Application sent to The Board of Examiners on..... December 7, 1943.....
- L The Board of Examiners reported on application on..... December 7, 1943.....
- M Applicant was admitted on..... December 14, 1943.....
- N Notice and certificate to applicant and notice of assignment to chapter and letter  
to proposers on..... December 14, 1943.....
- 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  
Clarence Bushnell Litchfield  
to membership in The Institute, and hereby declare him to be a corporate member of The Institute and assign him to membership in the New York Chapter.

Date December 14, 1943.

Alexander C. Robinson  
Secretary



THE AMERICAN  
INSTITUTE OF ARCHITECTS 1854

1943 AUG-9 AM 9:49  
File the original with The Secretary of  
The American Institute of Architects.

File the duplicate, on gray paper, with  
WASHINGTON, D. C. the local chapter of The  
Institute.

*Rec'd  
July 12  
1943*

The American Institute of Architects

APPLICATION FOR MEMBERSHIP

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

1. My full name is Clarence Bushnell Litchfield .

2. State whether a natural or a naturalized citizen.

2. I am a natural citizen of U. S. A. .

3. My legal residence is in the City of Mamaroneck ,

County of Westchester State of New York .

4. State whether residence or office address.

4. My address in The Institute records will be

Street 415 Lexington Avenue

City New York

State New York

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 New York Chapter. ✓

7. I declare that I have read the by-laws, the rules and regulations, and the Standards of Practice of The American Institute of Architects, and the by-laws and rules and regulations of the chapter of which I desire to become a member, and that I understand the duties, responsibilities and obligations thereunder of a member of The Institute, and I do hereby expressly agree and declare that, if admitted to membership, I will to the best of my ability abide by and comply with such by-laws, rules and regulations, and will abide by and uphold said Standards of Practice and conduct my practice of the profession accordingly. I am financially able to undertake all pecuniary obligations of a member to The Institute and to the chapter.

8. Receipt required.

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

✓ 9. I enclose my check for \$ 10.00 for admission fee and the first year's annual dues. It is my understanding that if for any reason you do not admit me to membership, all of said amount will be returned to me, except five dollars which you will retain as an examination fee.

Date June 4 1943 .

*Clarence Bushnell Litchfield*  
Applicant sign full name in ink

PAID  
\$10.00  
7/12/43

STATISTICS

10. Date of birth May 2, 1903 Place of birth Mitchell, S. Dak.

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

(State or States) By Examination  
New York

(State or States) By Exemption

(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:

Mitchell High School.  
Dakota Wesleyan University  
University of Pennsylvania  
Travelled in England, France and 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:

1924 - Henry Dagit & Sons, Philadelphia, Pa. - Junior Draftsman  
1925 - Tilden Wharton & Pepper, Philadelphia, Pa. " "  
1926 - Alfred Hopkins & Associates, New York - Draftsman  
1926 - York & Sawyer, New York " "  
1927 - Paul Cret, Philadelphia " "  
1928-1930 Alfred Hopkins & Associates, N Y C " "

PROFESSIONAL PRACTICE

THE AMERICAN INSTITUTE OF ARCHITECTS

1943 AUG -9 AM 9:49

WASHINGTON D.C.

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

1930 - Present Partner Alfred Hopkins & Associates, New York City

PRESENT OR PREVIOUS MEMBERSHIPS IN ARCHITECTURAL ORGANIZATIONS

- ✓ 15. Member of Institute from \_\_\_\_\_ to \_\_\_\_\_
- ✓ 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 \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

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 him and 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 16 years.

I have known the applicant for 17 years.

✓ Signed John A Frank  
Proposer

Signed Conrad W Harding  
Proposer

3. X Ed James Panbaro

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

COPY

July 28, 1943

Dear Miss Waters:

We are returning herewith Mr. C. B. Litchfield's application for membership in The Institute and the New York Chapter because Mr. Harding, one of the endorsers, is not in good standing.

We shall appreciate your completing the application in your usual expeditious manner by securing another endorser for Mr. Litchfield.

Sincerely yours,

Executive Secretary

Miss Dorothea Waters, Executive Sec'y.  
New York Chapter, A.I.A.  
115 East 40th Street  
New York City

K/fs  
Enc. Ap. No. 1854

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ROBERT B. O'CONNOR      PRESIDENT  
ROBERT S. HUTCHINS    VICE-PRESIDENT  
OTTO F. LANGMANN        SECRETARY



THE AMERICAN  
INSTITUTE OF ARCHITECTS  
FREDERICK G. FROST, JR.    TREASURER  
JAMES W. O'CONNOR        RECORDER

1943 AUG -9 AM 9:49  
DOROTHY WATERS    EXECUTIVE SECRETARY

WASHINGTON, D. C.

NEW YORK CHAPTER  
THE AMERICAN INSTITUTE OF ARCHITECTS  
115 EAST 40th STREET, NEW YORK

August 6, 1943

Edward C. Kemper, Esq.  
1741 New York Avenue  
Washington, D. C.

Dear Mr. Kemper:

I return herewith Mr. Litchfield's application for membership with another endorser, Mr. E. James Gambare of the Brooklyn Chapter.

I would like to have gotten Mr. Harding to pay up but he is now a Lieutenant in the Marine Corps and is not readily available.

Sincerely,

*Dorothea Waters*

Executive Secretary



THE AMERICAN  
INSTITUTE OF ARCHITECTS

AP No

1854

1943 JUL 30 AM 9:53

WASHINGTON, D. C.

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

Office of The Secretary

RECORD OF REGISTRATION

OF

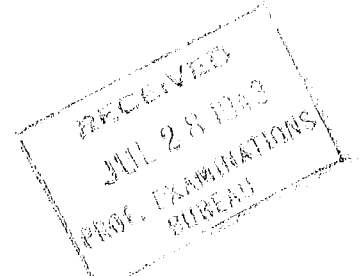
Clarence Bushnell Litchfield - New York City

(Name of Applicant)

SECRETARY, New York

BOARD OF ARCHITECTURAL EXAMINERS,  
Albany, N. Y.

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 26 19 43

Alexander C. Robinson, Jr.  
Secretary

1. Is the applicant registered or licensed to practice architecture in your state? licensed
2. Was his registration or licensing by examination? yes or by exemption? yes
3. What was the scope of the examination? license issued January 8, 1932 after graduation from Univ of Pennsylvania and three years of architectural experience
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 record If so, give Certificate No.        license
6. Date of last registration Sept 1 19 42 Registration No. 4317 Is it current? yes

H. R. Field

(Signature of Secretary of Board)

Bureau of Qualifying Certificates & Professional Examinations - New York State Education Department

(Name of Board)

Date July 29 19 43

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

COPY

December 14, 1943

Dear Mr. Litchfield:

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 New York Chapter, effective December 14, 1943. 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,

Alexander C. Robinson III

Secretary

Mr. Clarence Bushnell Litchfield, A.I.A.  
415 Lexington Avenue  
New York, New York

ACH:ER  
enc.

cc to: Proposers, John A. Frank  
E. James Gambaro  
Director Williams

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COPY TO

FILES

PRESIDENT

SECRETARY

TREASURER



LESTER S. LA PIERRE  
CLARENCE B. LITCHFIELD

ALFRED HOPKINS & ASSOCIATES ARCHITECTS - ENGINEERS  
415 LEXINGTON AVENUE - NEW YORK CITY 17

THE AMERICAN INSTITUTE OF ARCHITECTS  
MURRAY HILL 2-6328

1945 FEB -9 PM 2:24  
WASHINGTON, D. C.

February 7, 1945.

*Jan 13 / 2 / 9*

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

Dear Sirs:

We are in receipt of your two bills,  
both dated January 1, 1945, as follows:-

Lester Storms LaPierre	\$10.00
Clarence Bushnell Litchfield	5.00

Will you kindly explain to us the reason for the  
difference in membership fees? We shall greatly  
appreciate hearing from you.

MLH

Yours very truly,

*M. L. Hoffman*

ALFRED HOPKINS & ASSOCIATES

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

2-3  
COPY

*J. J. [unclear]*

February 20, 1945

Gentlemen:

Attention: Mr. M. L. Hoffman

This is the first opportunity to respond to your letter of February 14, 1945.

The dues accounts for Messrs. Litchfield and LaPierre are as follows:

Charles B. Litchfield, elected to Institute,  
Membership effective December 14, 1943;

1943	No charge
1944	\$ 5.00
1945	5.00
1946	10.00
1947	20.00

Lester Storms LaPierre, elected to Institute,  
Membership effective September 14, 1943;

1943	\$ 2.50
1944	5.00
1945	10.00
1946	20.00

We trust the above allocation will explain the difference in the two bills.

Sincerely yours,

Assistant Treasurer

Alfred Hopkins & Associates  
413 Lexington Avenue  
New York 17,  
New York.

K:M:s

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C O P Y

ALFRED HOPKINS & ASSOCIATED - ARCHITECTS  
Lester S. La Pierre, A.I.A. Clarence B. Litchfield, A.I.A.  
415 Lexington Avenue, New York 17, New York

*File*  
*Clarence B.*  
*RWS*  
*CFC*  
*CHP*  
*AWA*

January 2, 1948

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

Dear Mr. Kemper:

Your letter of December 31st advising me of the action taken by the Board of Directors of the Institute is received.

I agree completely with the action of the Board and have regretted the use of my name and photograph on the oil burner endorsement.

Very truly yours,

/s/ Clarence B. Litchfield

Clarence B. Litchfield

CBL:ab

*Handwritten notes:*  
Litchfield  
February 27, 1959

*Handwritten:*  
file

February 27, 1959

Mr. Clarence B. Litchfield, A.I.A.  
292 Madison Avenue  
New York 17, N. Y.

FILE COPY - PLEASE RETURN

Dear Litch:

I have yours of February 19th. It has been far too many years since I have seen or heard from you. I gather from your letterhead that all goes well and that you are flourishing.

Your letter has been sent on to Walter Taylor, who may have in his Department more detailed information than I can give you off-hand.

It is my impression that architects may incorporate in Michigan and Minnesota, and possibly California though I am not altogether certain about this. The Institute may change its attitude toward incorporation in the coming years as, in view of the increasing vulnerability of the architect and his increasing importance in the construction world, it looks as if some sort of protection must be afforded to him if he is to survive.

Best of luck.

Sincerely yours,

Edmund R. Purves, F.A.I.A.  
Executive Director

CC: Mr. Taylor, w/t

*Litchfield, Clarence B*

Biographical Sketch Not Including  
Material in 1956 American Architects Directory  
Clarence B. Litchfield, A.I.A.  
Partner, Alfred Hopkins & Associates Succeeded  
by LaPierre, Litchfield & Partners

*Feb. 1961*

A. Correctional Institutions designed under name of  
Alfred Hopkins & Associates:

<u>Name</u>	<u>Location</u>	<u>Inmate Capacity</u>
1. Berks County Penitentiary	Reading, Pa.	324
2. Wallkill Prison	Wallkill, N.Y.	504
3. U.S. Penitentiary	Lewisburg, Pa.	1297
4. Woodbourne Correctional Inst.	Woodbourne, N.Y.	744
5. U.S. Penitentiary	Terre Haute, Ind.	1114
6. U.S. Navy Brig	Lido Beach, N.Y.	60
7. U.S. Navy Brig	Brooklyn, N.Y.	175
8. Consultant Southampton Penitentiary Farm	Capron, Va.	772
9. U.S. Army Disciplinary Barracks now U.S. Penitentiary	Lompoc, Cal.	1551
10. Alterations U.S. Disciplinary Barracks	Milwaukee, Wis.	
11. Consultant U.S. Disciplinary Barracks	Leavenworth, Kan.	
12. Consultant State Prison Farm	Powhatan, Va.	785
13. New York City House of Detention	Brooklyn, N.Y.	813
14. Consultant Bland Correctional Farm	Whitegate, Va.	500
15. Detention Cottage for Women	Clinton, N.J.	40

B. Institutions designed under name of LaPierre, Litchfield  
& Partners:

16. Pennsylvania Institution for Defective Delinquents with Lacy, Atherton & Davis	Luzerne County	1200
17. Connecticut Minimum Security Institution	Enfield, Conn.	400
Henry F. Ludorf, Assoc. Architect		
18. Connecticut Medium Security Prison, Henry F. Ludorf, Associate Architect	Enfield, Conn.	975
19. Alterations to Massachusetts Correctional Institution Architectural Consultant to Frank R. Masiello, Architect	Concord, Mass.	500

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<u>Name</u>	<u>Location</u>	<u>Inmate Capacity</u>
20. Consultant to Warden Price Baltimore City Jail Lucius White, Edward White and Associates, Architects	Baltimore, Md.	
21. Consultant Lebanon Correctional Institution Bellman, Gillett & Richards, Architects	Lebanon, Ohio	
C. Institutions designed under firm name of Litchfield Whiting Bowne and Associates (operating in foreign lands):		
22. Women's Correctional Institution	Kuwait	76
23. Men's Correctional Institution	Kuwait	404
24. Minimum Security (Men's) Institution	Abu Graib, Iraq	1000
25. Medium Security (Men's) Institution	Abu Graib, Iraq	1200
26. Detention Institution	Abu Graib, Iraq	496
27. Women's Institution	Abu Graib, Iraq	122

*members*  
*Litchfield, Clarence B F*

FILE COPY - PHOTOCOPYED

December 20, 1961

Mr. Clarence B. Litchfield, A.I.A.  
8 West 40th Street  
New York 18, New York

Dear Clarence,

The Institute Board and Officers are most grateful for the time and energy you have put into the Committee on Specifications.

Unlike most professional societies, The Institute depends upon its committee members, their inspiration, judgment, and achievement, to carry forward our aims for the continued welfare of the profession and the public.

Please do not get the idea that the end of this particular task puts you into retirement. Far from it. You are being granted a brief respite which may be interrupted at any time by a call again to active duty on The Institute's firing line.

With deep appreciation,

Sincerely yours,

Philip Will, Jr., F.A.I.A.

cc: Regional Director Ketchum



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 will be 69 on May 2 1972*
- I am unable to engage in the practice of architecture.

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

Date Dec 4 1971

Clarence B. Hitchfield  
(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.

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## THE AMERICAN INSTITUTE OF ARCHITECTS

### Notice of Election—Member Emeritus

TO: Mr. Clarence B. Litchfield, AIA  
40 W. 37th Street  
New York, NY 10018

It is my privilege to advise you that the Board of Directors has conferred upon you the title

#### MEMBER EMERITUS

of The American Institute of Architects and of its component organizations of which you are a member, exempting you from the payment of annual dues to the Institute and such organizations. This action has been effective as of January 1, 1972.

Date January 7 1972

\_\_\_\_\_  
(SIGNATURE)

11-17-84

06/21/84  
CLARENCE B LITCHFIELD AIA  
727 SOUNDVIEW DR  
MAMARONECK NY 10543

AIA  
Washington  
Dear Sirs

# 4665501 AIA  
D-1/SM/237

DEC 14 1984

Visiting my mother last week, I noticed that AIA publications were still arriving in the mail, though my father died in May 1980.

I regret I did not think to inform you earlier about his death.

Attached above is the name & address as it appears in your records. Please remove the name from emeritus status.  
Sincerely, Clarence Litchfield, AIA

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