

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

FORM B.

APPLICATION FOR ASSOCIATE MEMBERSHIP.

FOR APPLICANTS REQUIRED TO UNDERGO TECHNICAL EXAMINATION OR DESIRING TO  
SUBMIT AN EXHIBIT OF EXECUTED WORK.

Rec'd 6/20/08  
Fee rec'd R. 2373  
Exhibit rec'd

New York June 16<sup>th</sup>, 1908

To the Secretary of the American Institute of Architects,  
The Octagon, Washington, D. C.

SIR:

I hereby apply for Associate Membership in the American Institute of Architects. I have carefully examined the Constitution and By-Laws of the Institute, and agree, if elected, to honorably maintain them.

I desire ~~(a) to undergo the technical examination;~~ (b) to submit for consideration an exhibit of my executed work, and enclose herewith check for \$5.00 required by the rules governing applications. [ (a) or (b) to be stricken out. ]

[P. O. money order or check.]

I hereby certify that the following statements are correct:

Name Charles Volz  
Address Mohawk Bldg 160 Fifth Ave N.Y. City  
Place and date of birth Mildbad, Germany, November 9<sup>th</sup> 1859  
If practicing architect, firm name Charles Volz  
having been in practice for seven years, and 12 years as associate with the late James Brown Ford  
If draftsman, employed by \_\_\_\_\_

[State number of years.]

Collegiate and office training Polyschnic School  
Stuttgart Germany

Drawings and photographs of three or more executed buildings accompanying application  
Plans of Country house at Greenwich Conn.  
Plans of Police Station 36<sup>th</sup> Avenue New York City  
Plans for New Wing of Museum of Natural History New York City

[Signature of applicant.]

I hereby certify that the foregoing applicant is a member of New York Chapter, A. I. A., and I endorse his application.

Everett Waid, Secretary.

N.Y. Chapter, A. I. A.

[To be omitted when the applicant does not reside in the territory of a Chapter.]

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

Robt Robertson  
Henry Bacon  
Justin W Ford

[The signatures of three Institute members are here required.]

OK SKP  
MM  
OKES

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CHARLES VOLZ, ARCHITECT,  
160 FIFTH AVENUE,  
TELEPHONE 901 GRAMERCY.

NEW YORK, June 17, 1908

Glenn Brown, Esq. Secretary,  
American Institute Architects',  
"The Octagon",  
Washington, D.C.

Dear Sir:

I have to-day sent my application (and check) for  
associate membership to the American Institute of Architects' to  
D. Everett Waid, Esq. Secretary of the New York Chapter with  
request to send to you as soon as signed by him.

I have also expressed to your address, three complete  
sets of plans, of work which I have executed during the past  
years for the consideration of the Institute in passing upon  
my application.

Kindly return these drawings to my office at my expense  
when you are through with them.

Yours very truly,

*Charles Volz*

CHARLES VOLZ, A.I.A.  
HANS C. VOLZ  
ARCHITECTS  
371 FULTON STREET  
BROOKLYN, N. Y.  
TELEPHONE TRIANGLE 6734

December 17<sup>th</sup> 1931



Frank C. Baldwin *esq*

Dear Mr Baldwin.

Your very kind letter of November 30<sup>th</sup> came duly to hand. I enclose herewith check for \$25. I am sorry to say that this is the best I can do under present circumstances. - I have had no new commission since last spring & in addition to this I had to undergo a very serious eye operation which did not turn out well & left me half blind. So that at over 72 years of age I am indeed very poor. I will do my best to catch up on my arrears. I the thought of being dropped by the Institute worries me very much & I hate to have this happen before my death.

again thanking you for your kind letter I am  
sincerely yours

Charles Volz

Please excuse writing  
as I can't see very good.

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

2-3  
COPY

December 22, 1931.

Dear Mr. Volz:

We have your letter of December 17th, and we are responding for Mr. Baldwin:

The Board of Directors at its meeting in November authorized the retention in the Institute of those members whose dues in arrears do not exceed \$25.

Inasmuch as your check for \$25 was received on December 18, thus reducing your dues in arrears from \$50 to \$25, your membership will not be terminated December 31, 1931.

Before such a question arises again, we sincerely trust that business will have improved to such an extent that you will find the payment of Institute dues no material burden.

Inasmuch as you may be eligible for retirement, so far as dues are concerned, we are enclosing a circular giving extracts from the By-Laws, covering retirement, in case you wish to consider that action.

We regret to learn of your misfortune and trust that your eyesight has by this time greatly improved.

Sincerely yours,

Executive Secretary.

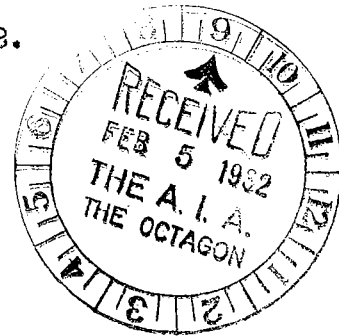
Mr. Charles Volz, A. I. A.,  
371 Fulton Street,  
Brooklyn, New York.

K:H:B  
Enc.

*Given for 1931 2500*

CHARLES VOLZ, A.I.A.  
HANS C. VOLZ  
ARCHITECTS  
371 FULTON STREET  
BROOKLYN, N. Y.  
TELEPHONE TRIANGLE 6734

February 4, 1932.



Edward C. Kemper, Exec. Sec'y,  
The American Institute of Architects,  
Washington, D. C.

Dear Sir:-

Will you please submit to the Board of Directors of the American Institute of Architects my application for retired membership in the Institute under Article 10, Sec. 2 of the By-Laws, for the following reasons:

1. I have been a member of the Institute since 1908.
2. I am 73 years old and partially blind and unable to continue in the profession.
3. I shall not engage in any other business or trade.

If it is necessary to pay up any other dues in order to have the Board of Directors act on my retirement please let me know and I shall try to straighten out matters although I am still without any commission.

Very truly yours,

*Charles Volz*

*E. C. C.*

February 10, 1932

Dear Mr. Volz:

This will acknowledge your letter of February 4th, with regard to retirement as a member of The American Institute of Architects.

From your letter it would appear that you are eligible to be placed on the Institute's retired list, and we shall be glad to submit your application to the Executive Committee at its meeting to be held February 26th and 27th.

With regard to your unpaid dues for 1931 - inasmuch as you had passed the age of seventy years as of December 31, 1930, we will ask the Executive Committee to consider the possibility of making your retirement effective as of that date, which will not necessitate the payment of any further dues by you.

We shall be glad to let you know, as soon as possible, what action is taken.

Sincerely yours,

Executive Secretary.

Mr. Charles Volz,  
371 Fulton Street,  
Brooklyn, N. Y.

K/fhg

Copy to Mrs. Miller

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

23  
COPY

April 11, 1932.

Dear Mr. Volz:

The Minutes of the February meeting of the Executive Committee have been approved and we are now in a position to write the formal letters.

This will advise that the Committee, by resolution, placed you on the retired list of the Institute, effective December 31, 1930.

This makes no change in your status as an active member except that it relieves you of the payment of Institute dues.

By direction of the Secretary.

Sincerely yours,

Executive Secretary.

Mr. Charles Volz,  
371 Fulton Street,  
Brooklyn, New York.

K-G

CHARLES VOLZ, A.I.A.  
HANS C. VOLZ  
ARCHITECTS  
371 FULTON STREET  
BROOKLYN, N. Y.  
TELEPHONE TRIANGLE 6734

*File*

April 14, 1932.



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

Dear Sir:-

I wish to thank you heartily  
for your communication of the eleventh  
inst.

Please convey to the Execu-  
tive Committee my thanks for their  
action in my behalf.

Very truly yours,

*Charles Volz*



HANS C. VOLZ, ARCHITECT

371 FULTON STREET

BROOKLYN, N. Y.

THE AMERICAN  
INSTITUTE OF ARCHITECTS

1942 APR 14 AM 9:22

April 13, 1942  
WASHINGTON, D. C.

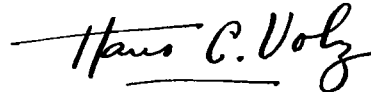
The American Institute of Architects,  
1741 New York Avenue, N.W.,  
Washington, D.C.

Gentlemen:-

It is with regret that I announce the  
death of my father, Charles Volz, on January 20,  
1942.

He had long been a member in the  
Institute and had taken great pride in it.

Sincerely yours,



HCV/h.

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

2 3  
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*Mrs. Miller*  
*J. W. Miller*

*File*

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April 14, 1942

Dear Mr. Vols:

*Dear*

We acknowledge with deep regret your letter of April 13, advising us of the death of your father, Mr. Charles Vols, member of The Institute and of the New York Chapter.

We would appreciate receiving any press notices or other material concerning the life and work of Mr. Vols for the historic files here at The Octagon.

Sincerely yours,

Executive Secretary

Mr. Hans C. Vols, Architect  
371 Fulton Avenue  
Brooklyn, New York

PHW:ER

cc - Mrs. Miller  
Notice to Office

COPY TO

FILES      PRESIDENT      SECRETARY      TREASURER