

WARREN SKILLINGS
ARCHITECT
515 GARDEN CITY BANK BUILDING
SAN JOSE, CALIF.

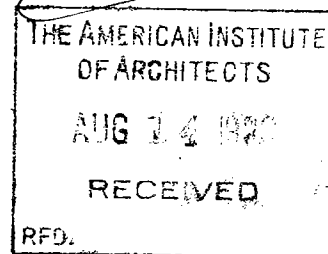
Aug. 9th 26
American Institute of Architects
Octagon House, Washington D.C.

Gentlemen: Herewith please find my
application for membership in the Institute.
I send a few letters and photos of long ago,
also a few photos of present work.

Enclosed please find check for \$5.00

Yours truly

Warren P. Skillings



Skilling, Warren Porter
San Francisco

Must send Exp.
Back

Application for Membership

March 8th, 1926

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

SIR:

I hereby apply for Membership in the American Institute of Architects.

I hereby certify that the following statements are correct:

Name Warren Porter Skilling

Address 515 Garden City Bank Bldg. San Jose, Calif
[Number and Street] [City.] [State.]

Place and date of birth Portland Maine - May 11th 1860

Graduate in architecture.....
[If required in your case, give name of institutions and year.—Attach evidence of Diploma or Certificate of graduation.]

Holder of Scholarship in architecture.....
[If required in your case, attach evidence.]

Passed the qualifying examinations of the Royal Institute of British Architects, or the examinations for the first
class of the Ecolè des Beaux Arts.....
[If required in your case, state which, and attach evidence of Certificate.]

If an Associate of a Chapter of the Institute, give name of chapter San Francisco Chapter

If practicing architect, firm name Warren P. Skilling License No. 893

Have been in practice..... 37 years..... years

If draughtsman, employed by.....
[State number of years.]

Collegiate and office training Bowdoin College, Maine.
Cabot & Chandler, Boston, Mass.

I have carefully examined the Constitution and By-Laws of the Institute and the "Circular of Advice Relative to Principles of Professional Practice and Canons of Ethics," 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.

Warren Porter Skilling
[Signature of Applicant.]

I hereby certify that the signer of this application was duly elected an Associate of the San Francisco
[For use when the applicant is an Associate.]

Chapter, A. I. A., on the following date September 1, 1921
[Insert date of election to chapter.]

W. M. Jones Secretary.
San Francisco Chapter, A. I. A.

We, the undersigned members 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 Membership.

Registration or License Number.

If the applicant resides or has his principal place of business in a Registration or License law state the current number of his Registration or License should be noted here.

893
NUMBER

- (1) Wm C. Travis
(2) Smith O'Brien
(3) John M. Jones

[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 member proposed, and in which there are no negative votes. No other form of unanimous endorsement will be accepted.]

Prelim. Fee	2.00
Initiation	1.00
Unan. End.	1.00
Exhibits	1.00
On Priv. Com. of	1.00

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

COPY

Information Concerning Requirements

for Membership with Effect August 17, 1926.

Dear Mr. Skillings:-

Permit me to acknowledge with gratification, and on behalf of the Secretary, your application for membership in the American Institute of Architects.

The application is complete in every respect except for working drawings which need not be specially prepared, may be taken from your office files, and will be carefully returned later.

The photographs which accompanied your application are hereby acknowledged; also your check of \$5.00 to cover the Preliminary Fee.

Trusting you will find it possible to comply with the above routine requirement at an early date, I am,

Cordially yours,

Executive Secretary.

Mr. Warren Porter Skillings,
515 Garden City Bank Building,
San Jose, California.

K:VB

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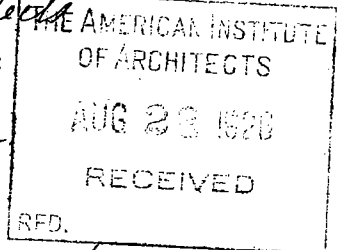
FILES PRESIDENT SECRETARY TREASURER

WARREN SKILLINGS
ARCHITECT
515 GARDEN CITY BANK BUILDING
SAN JOSE, CALIF.

Aug. 23rd 26

The American Institute of Architects
Washington D.C.

Mr E. C. Kemper, Rec. Sec



Dear Mr. Kemper:

Your letter at hand and
in return I am sending set of working
drawings of a Community Mausoleum
which is just being finished at Las Banos,

This is entirely my work including the
engineering. The name Geo. H. Sanders,
Mausoleum Engineer appears on the drawings
but this is simply from courtesy as Mr. San-
ders is really the promoter who commis-
sioned me to prepare the plans

Yours truly

Warren Skillings

Please return as
soon as possible

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

COPY

October 30, 1926

Dear Mr. Skillings:

Acting for the Secretary, I am pleased to advise you of your election to Membership in The American Institute of Architects, effective October 30, 1926.

You have been assigned to the San Francisco Chapter as an Institute Member in good standing and the Secretary of the Chapter has been so notified.

The enclosed statement covering dues for the last quarter of the current year should receive your prompt attention.

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. Warren Porter Skillings,
515 Garden City Bank Bldg.,
San Jose, Calif.

K/PHG
Enc.

COPY TO

FILES PRESIDENT SECRETARY TREASURER

WARREN P. SKILLINGS, A. I. A.

ROOM 206, AMERICAN TRUST CO. BUILDING

SAN JOSÉ, CAL.

PHONE B 524 W

1030 Fairview Ave.

Phone B 6299 J

American Inst. of Architects

Washington, D.C.

Dear Sirs:

Enclosed please find check for \$500
as of January 31st and I will sign note for the
balance as of the same date.

I very much dislike to give up my member-
ship in the Institute and to relinquish the
aid and prestige that it gives me.

The circumstances however are these; I am 76
years of age and while fully able to turn out
fine domestic work I do not get much to do.

The last four years have been barren ones for me
and I have transferred my office to my house.

So far this Spring I have only a house altera-
tion job with a fee of \$5000. I am sending you
a check for 100% of it. I am finding it very hard
to get along but will do the best I can

Yours Truly

Warren P. Skillings

PAID

\$500 check 2/13/36
500 note 1/13/36

Mr. Skillings does not request remission of dues

He is 76 years old - elected in 1926 - but is
not eligible for retirement.

He states, "The last four years have been barren ones for me and I have transferred my office to my house.

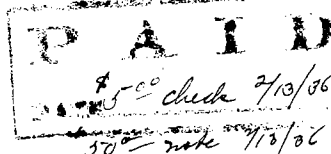
"So far this Spring I have only a house alteration job with a fee of \$50.00. I am sending you a check for 10% of it. I am finding it very hard to get along but will do the best I can"

In view of the above, could not his dues be remitted?

view Ar.
\$500
or the
sub-
LM
Ship in the Institute and to relinquish the aid and prestige that it gives me.
The circumstances however are these; I am 76 years of age and while fully able to turn out fine domestic work I do not get much to do.
The last four years have been barren ones for me and I have transferred my office to my house.
So far this Spring I have only a house alteration job with a fee of \$50.00. I am sending you a check for 10% of it. I am finding it very hard to get along but will do the best I can

Yours Truly

Harren P. Skillings



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

COPY

Mrs. M. Toole
noted

Then - April 3rd

*Remit to Dec 31, 1936
request he apply for
retirement*

February 14, 1936.

Dear Mr. Skillings:

This will acknowledge and thank you for your letter -
received at The Octagon on October 13th.

Under the circumstances, we take the liberty of bringing
it to the attention of the Board at the April meeting, with a
view to the possible remission of outstanding dues.

This will permit us to maintain your membership until the
Board meeting, after which we will advise you further.

Sincerely yours,

Assistant Treasurer.

ECK*B

Mr. Warren P. Skillings, A. I. A.,
1030 Fairview Avenue,
San Jose, California.

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

COPY

June 16, 1936

Dear Mr. Skillings:

The Board of Directors of The Institute, at its recent meeting, remitted all Institute dues charged against you - to December 31, 1936, on condition that the Northern California Chapter take similar action with respect to any indebtedness that you may owe to the chapter for chapter dues to December 31, 1936.

We have written to the secretary of the chapter as per the enclosed copy of letter.

Upon hearing from him that you are not indebted to the chapter, or that the chapter has remitted all chapter dues to December 31, 1936, we can record the above action of The Institute Board as becoming effective, will send your Institute membership card, and will return the note which you have given on account of Institute dues.

We suggest that you take this matter up with the secretary of the chapter in order that the record may be cleared without delay.

By direction of The Secretary.

Sincerely yours,

Assistant Treasurer

K/G
Enclosure

Mr. Warren P. Skillings, A.I.A.,
1030 Fairview Avenue,
San Jose, California.

Kemper:

E OF ARCHITECTS

COPY

INGTON, D. C.

Dues for Mr. Skillings were remitted to December 31, 1936, on condition that the Northern California Chapter take similar action with respect to chapter dues.

The action taken by the chapter remitted the dues only to October 1, 1936, the beginning of their fiscal year.

Should this letter be held up until the chapter dues are remitted to Dec. 31, 1936?

September 24, 1936.

Dear Mr. Skillings:

With further reference to the letter of June 16th to you from the Assistant Treasurer, I am happy to report to you that The Board considered the matter of your Institute dues account and, in consideration of a report from the Northern California Chapter, remitted all of your past dues amounting to \$50.00 and also your dues for 1936, amounting to \$20.00, a total of \$70.00.

Because of this action you will neither have to worry about your back dues nor about those for 1936.

You will, under this action, be billed for dues for 1937, and The Board hopes that before that year closes you will be in a position to pay them without too much sacrifice. However, if your circumstances do not then permit you to pay in full, your name will not be dropped from the rolls until the end of 1938.

When you have reached the age of seventy years, it is possible you will be eligible to have your name placed on the roll of Members Emeritus, which would have the effect of exempting you from the payment of any further Institute dues. Please let us know about this, and if you are now eligible, action could be taken by The Board at its meeting this fall to place your name on this list.

Your note amounting to \$50.00, given for past due accounts, is enclosed herewith.

Cordially yours,

Treasurer

B+C

Mr. Warren Porter Skillings,
1030 West Fairview Avenue,
San Jose, California.

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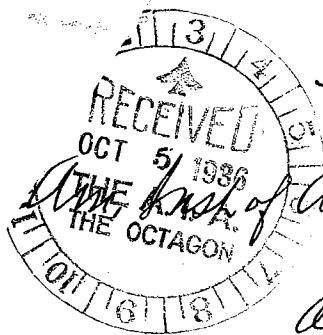
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PRESIDENT

SECRETARY

TREASURER



WARREN P. SKILLINGS, A. I. A.
ROOM 208, AMERICAN TRUST CO. BUILDING
SAN JOSE, CAL.
PHONE B 924-W

1030 W. Fairview Ave

Cal. 6299J

Och 1st

Architects

Wash. D.C.

Attention Mr. Edwin Bergstrom
Treas.

Dear Sir,

your letter of Sept 24th at hand.
I was 77 years old on May 11th 1936. I am practically retired but have my office at my residence and am fully able to take care of residence work if I could get any to do. Most of the work in my locality consists of small houses of from \$4,000 to \$6,000 and is speculative in character and done by contractors.

I have been practically unemployed for the past 4 or 5 years. Commissions this year only \$1,000. I appreciate your kind letter very much. I value my buttons highly and should be loath to cease wearing it. I would like if possible to be placed on the retired list.

Very truly yours,

Warren P. Skillings

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

2-3
COPY

See Bld

*Suspense
Board*

October 10, 1936.

Dear Mr. Skillings:

Responding to your letter of October 1:

Under the new by-laws an applicant for retirement under the Member Emeritus class should be a corporate member in good standing in The Institute for not less than fifteen successive years immediately preceding the date of application for such retirement.

Our records indicate that you have been a member of The Institute since 1926. However, under exceptional conditions and circumstances The Board may lessen the period of good standing.

We are, therefore, placing your letter in suspense, for consideration by The Board at its meeting to be held early in December, and will write to you again after that.

Sincerely yours,

Executive Secretary.

PHW*B

Mr. Warren P. Skillings, A. I. A.,
1030 W. Fairview Avenue,
San Jose, California.

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PRESIDENT

SECRETARY

TREASURER

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

2-3
COPY

March 2, 1937

Dear Mr. Skillings:

This will formally advise you that The Board of Directors of The Institute, at its meeting in December, 1936, voted to exempt you from the payment of further annual dues to The Institute and the Northern California Chapter, effective December 31, 1936.

Accordingly, your name has been placed on the rolls of The Institute as a Member Emeritus.

The Secretary of the Chapter has been advised of the action taken.

By direction of The Secretary.

Sincerely yours,

Executive Secretary

K/g

Mr. Warren P. Skillings,
1030 West Fairview Avenue,
San Jose, California.

*noted
elsewhere
RWC*

2-3
Mr. Warren Porter Skillings
1176 West Fairview Avenue,
San Jose, Calif.

Died August 1st 1939

*noted
JMT*



*tute of Architects,
York Ave. N.W.,
ngton,
N.C.*