



Higgins, Anne: Files, 1981-1988

Finding Aid Type

White House Staff and Office File Collections

Subtitle/Office

Assistant to the President for Correspondence, Office of Correspondence, Director

Disclaimer

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Record Type

Textual

Biography

Biography

Anne V. Higgins was a well-known pro-life activist who served in the correspondence office for Presidents Nixon, Ford and Reagan.

Anne Elizabeth Volz was born in the Bronx, New York City. She attended George Washington University, and received a bachelor's degree in 1974.

In the mid-1960s she worked as a receptionist for Richard Nixon at his law office in New York until 1967, when she was given the assignment to handle his increasing flow of correspondence. Higgins eventually followed President Nixon to the White House to serve as an Assistant Director of Correspondence and continued in that capacity to the end of the Ford administration.

In 1981 President Reagan appointed her Special Assistant to the President and Director of Correspondence where she remained through 1988. In this position she brought selected correspondence to President Reagan, often including those which advanced pro-life causes. She openly spoke about her willingness to take her pro-life advocacy directly to the president, and her efforts are often cited in books and articles. From 1977-1980 she worked for the Ad Hoc Committee for the Defense of Life.

In 1988 she and her husband George Higgins formed Higgins & Associates to manage real estate properties. They owned properties in Washington; New York; Ocean City, NJ; and Westhampton, NY. She retired in 2001.

She was a member of the St. Stephen Martyr Catholic Church in Washington and the Foggy Bottom Association, a community organization in Washington.

Anne Higgins died on August 12, 2010 of breast cancer. She was 71.

Scope and Content Note

As Director of Correspondence, Anne Higgins had oversight of all Correspondence Office operating units. Her office primarily prepared and/or processed presidential replies, with additional responsibilities that included: creating the Anne Higgins form

language; creating publications, fact sheets, and enclosures used by other Correspondence operating units; handling replies to President Reagan's personal friends; preparing letters requested by White House staff and providing guidance to all Correspondence units regarding overall policy on the handling of incoming mail.

A large part of the collection consists of the outgoing letters, telegrams and messages from both President Reagan and Higgins. Of primary importance was the weekly mail sample that she forwarded to President Reagan for his response. Higgins frequently included letters about the abortion issue in the sample, as a way of quietly forwarding pro-life causes.

The collection holds a file of internal memoranda from 1981-1985, which houses materials concerning policy and guidance for handling the mail. Of particular note is a 1984 draft overview of the entire Correspondence Office, including the responsibilities of each division. In 1984, the Office of Correspondence combined with the Office of Special Presidential Messages, which was responsible for preparing official Presidential Proclamations. These files became part of Anne Higgins' Office files as SERIES V: Proclamations and Working Papers, and include research material, drafts and clearances (for policy content).

From 1981 to 1988 Higgins and her staff maintained reference copies of "classic" letters, White House success letters, mail samples and Mail Volume Reports. There are incomplete file sets of Mail Volume reports (November 1985 - December 1988) and Comments Office reports (October 1985 - August 1988). Many of the Mail Volume reports in this copy set resemble the Mail Samples which were sent to President Reagan, and bear an original stamp "The President Has Seen." There is a small Subject file housing material on issues and projects relating to correspondence that spans all eight years. Finally, Higgins' Office maintained a file on the 1983 White House visit of students rescued from Grenada, which includes correspondence, information on invitees, and gate lists from the event.

The Office of Correspondence creation of standardized response letters to various issues, events, and occasions were given alpha-numeric codes such as AVH-1, etc. This material is contained in [Series I of the Office of Correspondence](#) records collection. Higgins or more likely an auto-pen of Higgins signature usually signed these outgoing form letters.

The Anne Higgins collection is composed of 13 Series: SERIES I: Ronald Reagan Correspondence, SERIES II: Ronald Reagan Photos with Personal Inscriptions, SERIES III: Telegrams, SERIES IV: Anne Higgins Correspondence, SERIES V: Proclamations and Working Papers, SERIES VI: Mail Samples, SERIES VII: Classic Letters, SERIES VIII: Success Letters and Messages, SERIES IX: Memoranda, SERIES X: Comments Office, SERIES XI: Mail Volume Reports, SERIES XII: Subject File, SERIES XIII: Grenada Students Visit to the White House.

Series List

SERIES I: Ronald Reagan Correspondence

This series consists of carbon copies of outgoing letters from President Reagan. While President Reagan did not author every single letter that went out over his signature, all were intended to represent his personal communication to the recipient. Most were authored by the staff of professional writers in Anne Higgins' office. Every week, however, President Reagan was given a small number of letters to answer directly, chosen by Anne Higgins from the approximately 20,000 that reached the White House daily. Throughout his presidency he referenced these letters in speeches and interviews.

The letters cover a wide range of routine topics, including birthday greetings, congratulatory messages, condolences, words of encouragement or wisdom, get-well wishes and laudatory messages for acts of bravery. Along with issues of the day, like the air traffic controllers strike and the White House china controversy, the correspondence addresses some topics throughout the administration, including the economy, taxes, unemployment, social security and foreign policy. In some cases the letters address the personal concerns of citizens experiencing problems with government agencies or administration policies. The material is arranged chronologically.

SERIES II: Ronald Reagan Photos with Personal Inscriptions

, Boxes 25-36)

This series consist of photocopies of photos that Ronald Reagan personally inscribed and is arranged by recipient name.

SERIES III: Telegrams

This series consists of copies of telegrams from President Reagan. The material is arranged chronologically.

SERIES IV: Anne Higgins Correspondence

This series consists of carbon copies of outgoing letters from Anne Higgins. In most cases, these letters respond to individuals who had written to President Reagan, and include courtesy letters to requests that President Reagan could not accommodate, transmittals forwarding cash donations to the Treasury, and substantive responses concerning administration policies. Higgins also signed many of the responses sent to individuals who had complaints or problems with federal agencies, such as loss or denial of benefits (e.g. Social Security, disabled Veterans) or property seized through eminent domain. The material is arranged chronologically.

SERIES V: Proclamations and Working Papers

(7.2 l. ft., Boxes 51-68)

This series consists of material related to the drafts, background information and final copies of proclamations. These files are administrative in nature and document the logistical process of producing official proclamations. The material is arranged by year, and alphabetically there under.

SERIES VI: Mail Samples

This series consists of the material sent to President Reagan on a weekly basis. It was sampled and sent to the President at his request so he could have a “feel” for citizen’s concerns and comments. The samples include holiday greetings, requests for assistance, children’s letters, and often, pro-life material included by Anne Higgins. The staff appears to select this sample to entertain and enlighten the President. The President was also given mail reports summarizing the pro/con comments from the public received weekly. These materials were sent to President Reagan on a weekly basis. PLEASE NOTE: The 1988 Mail Samples housed in Box 92, labeled “Mail Volume Reports.” This material is arranged chronologically.

SERIES VII: CLASSIC LETTERS

This series consists of photocopies of incoming letters to the White House, collected by the correspondence office staff. Written by people of all ages, the letters vary a great deal in content, style and tone. Almost all are universally amusing, oftentimes unintentionally. The material is arranged chronologically.

SERIES VIII: SUCCESS LETTERS AND MESSAGES

This series consist of material collected by Anne Higgins' Office to show how the White House was able to successfully assist citizens in hardship situations, frequently caused by government agencies. These "success stories" were often shared with President Reagan via the weekly mail sample. It includes photocopies of both incoming and outgoing correspondence. The material is arranged chronologically.

SERIES IX: MEMORANDA

This series consists of material relating to the operational concerns of the Correspondence Office, including the policies for handling mail. The material is arranged chronologically.

SERIES X: COMMENTS OFFICE

This series consists of statistical reporting material from the Comments Office, summarizing the number and nature of telephone calls to the White House from the general public. The material includes monthly reports, and tally calls after a major address or press conference. The material is arranged chronologically.

SERIES XI: MAIL VOLUME REPORTS

This series consists of material relating to the volume, content and analysis of incoming mail to the White House. Included here are what appear to be copies of mail samples, labeled Mail Volume Reports. In fact this set completes the 1988 mail samples missing from that series (SERIES VI). It is unknown at the time of processing why this material was labeled and housed here. The material is arranged chronologically.

SERIES XII: SUBJECT FILE

, Boxes 92-94)

This series consists of material relating to administrative functions of the Office of Correspondence and the Director of the Office; various issues and projects. The material is arranged alphabetically.

SERIES XIII: GRENADA STUDENTS VISIT TO THE WHITE HOUSE

(1.2 l. ft., Boxes 95-98)

This series consists of material relating to the 1983 visit to the White House by Grenada students. These students were attending St. George's Medical School in Grenada at the time of the U.S. invasion of the island. They were rescued and transported back to the U.S. by the U.S. military. The material is arranged by year, and alphabetically there under.

Last Modified Date

2024-02-26

SERIES I: Ronald Reagan Correspondence

This series consists of carbon copies of outgoing letters from President Reagan. While President Reagan did not author every single letter that went out over his signature, all were intended to represent his personal communication to the recipient. Most were authored by the staff of professional writers in Anne Higgins' office. Every week, however, President Reagan was given a small number of letters to answer directly, chosen by Anne Higgins from the approximately 20,000 that reached the White House daily. Throughout his presidency he referenced these letters in speeches and interviews.

The letters cover a wide range of routine topics, including birthday greetings, congratulatory messages, condolences, words of encouragement or wisdom, get-well wishes and laudatory messages for acts of bravery. Along with issues of the day, like the air traffic controllers strike and the White House china controversy, the correspondence addresses some topics throughout the administration, including the economy, taxes, unemployment, social security and foreign policy. In some cases the letters address the personal concerns of citizens experiencing problems with government agencies or administration policies. The material is arranged

chronologically.

Box 1

Status	Title
OPEN	RR Correspondence January 1981
OPEN	RR Correspondence February 1981 (1)-(3)
OPEN	RR Correspondence March 1981 (1)-(3)
OPEN	RR Correspondence April 1981 (1)-(3)
OPEN	RR Correspondence May 1981 (1)-(4)
OPEN	RR Correspondence June 1981 (1)-(5)

Box 2

Status	Title
OPEN	RR Correspondence July 1981 (1)-(4)
OPEN	RR Correspondence August 1981 (1)-(4)
OPEN	RR Correspondence September 1981 (1)-(5)
OPEN	RR Correspondence October 1981 (1)-(4)

Box 3

Status	Title
OPEN	RR Correspondence October 1981 (5)-(7)
OPEN	RR Correspondence November 1981 (1)-(5)
OPEN	RR Correspondence December 1981 (1)-(4)
OPEN	RR Correspondence January 1982 (1)-(4)
OPEN	RR Correspondence February 1982 (1)(2)

Box 4

Status	Title
OPEN	RR Correspondence February 1982 (3)-(4)
OPEN	RR Correspondence March 1982 (1)-(5)
OPEN	RR Correspondence April 1982 (1)-(5)
OPEN	RR Correspondence May 1982 (1)-(4)

Box 5

Status	Title
OPEN	RR Correspondence May 1982 (5)-(6)
OPEN	RR Correspondence June 1982 (1)-(5)
OPEN	RR Correspondence July 1982 (1)-(4)

Status	Title
OPEN	RR Correspondence August 1982 (1)-(4)
OPEN	RR Correspondence September 1982 (1)
Box 6	
Status	Title
OPEN	RR Correspondence September 1982 (2)-(4)
OPEN	RR Correspondence October 1982 (1)-(4)
OPEN	RR Correspondence November 1982 (1)-(4)
OPEN	RR Correspondence December 1982 (1)-(4)
OPEN	RR Correspondence January 1983 (1)
Box 7	
Status	Title
OPEN	RR Correspondence January 1983 (2)-(5)
OPEN	RR Correspondence February 1983 (1)-(4)
OPEN	RR Correspondence March 1983 (1)-(5)
OPEN	RR Correspondence April 1983 (1)-(3)
Box 8	
Status	Title
OPEN	RR Correspondence April 1983 (4)-(5)
OPEN	RR Correspondence May 1983 (1)-(6)
OPEN	RR Correspondence June 1983 (1)-(8)
Box 9	
Status	Title
OPEN	RR Correspondence July 1983 (1)-(4)
OPEN	RR Correspondence August 1983 (1)-(4)
OPEN	RR Correspondence September 1983 (1)-(5)
OPEN	RR Correspondence October 1983 (1)(2)
Box 10	
Status	Title
OPEN	RR Correspondence October 1983 (3)-(5)
OPEN	RR Correspondence November 1983 (1)-(5)
OPEN	RR Correspondence December 1983 (1)-(5)
OPEN	RR Correspondence January 1984 (1)-(4)

Box 11

Status	Title
OPEN	RR Correspondence February 1984 (1)-(5)
OPEN	RR Correspondence March 1984 (1)-(4)
OPEN	RR Correspondence April 1984 (1)-(4)
OPEN	RR Correspondence May 1984 (1)-(4)

Box 12

Status	Title
OPEN	RR Correspondence June 1984 (1)-(4)
OPEN	RR Correspondence July 1984 (1)-(4)
OPEN	RR Correspondence August 1984 (1)-(5)
OPEN	RR Correspondence September 1984 (1)-(4)

Box 13

Status	Title
OPEN	RR Correspondence October 1984 (1)-(3)
OPEN	RR Correspondence November 1984 (1)(2)
OPEN	RR Correspondence December 1984 (1)(2)
OPEN	RR Correspondence January 1985 (1)-(3)
OPEN	RR Correspondence February 1985 (1)-(3)
OPEN	RR Correspondence March 1985 (1)-(4)

Box 14

Status	Title
OPEN	RR Correspondence March 1985 (5)-(6)
OPEN	RR Correspondence April 1985 (1)-(7)
OPEN	RR Correspondence May 1985 (1)-(3)
OPEN	RR Correspondence June 1985 (1)-(5)

Box 15

Status	Title
OPEN	RR Correspondence July 1985 (1)-(5)
OPEN	RR Correspondence August 1985 (1)-(9)
OPEN	RR Correspondence September 1985 (1)(2)

Box 16

Status	Title
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OPEN RR Correspondence September 1985 (3)-(6)
OPEN RR Correspondence October 1985 (1)-(5)
OPEN RR Correspondence November 1985 (1)-(5)
OPEN RR Correspondence December 1985 (1)

Box 17

Status	Title
OPEN	RR Correspondence December 1985 (2)-(6)
OPEN	RR Correspondence January 1986 (1)-(5)
OPEN	RR Correspondence February 1986 (1)-(4)
OPEN	RR Correspondence March 1986 (1)(2)

Box 18

Status	Title
OPEN	RR Correspondence March 1986 (3)-(5)
OPEN	RR Correspondence April 1986 (1)-(5)
OPEN	RR Correspondence May 1986 (1)-(4)
OPEN	RR Correspondence June 1986 (1)-(4)

Box 19

Status	Title
OPEN	RR Correspondence July 1986 (1)-(4)
OPEN	RR Correspondence August 1986 (1)-(4)
OPEN	RR Correspondence September 1986 (1)-(4)
OPEN	RR Correspondence October 1986 (1)-(4)

Box 20

Status	Title
OPEN	RR Correspondence November 1986 (1)-(3)
OPEN	RR Correspondence December 1986 (1)-(3)
OPEN	RR Correspondence January 1987 (1)-(3)
OPEN	RR Correspondence February 1987 (1)-(5)
OPEN	RR Correspondence March 1987 (1)(2)

Box 21

Status	Title
OPEN	RR Correspondence March 1987 (3)-(4)
OPEN	RR Correspondence April 1987 (1)-(3)

Status	Title
OPEN	RR Correspondence May 1987 (1)(2)
OPEN	RR Correspondence June 1987 (1)-(4)
OPEN	RR Correspondence July 1987 (1)-(3)
OPEN	RR Correspondence August 1987 (1)(2)

Box 22

Status	Title
OPEN	RR Correspondence August 1987 (3)
OPEN	RR Correspondence September 1987 (1)-(3)
OPEN	RR Correspondence October 1987 (1)-(4)
OPEN	RR Correspondence November 1987 (1)-(3)
OPEN	RR Correspondence December 1987 (1)(2)
OPEN	RR Correspondence January 1988 (1)-(3)

Box 23

Status	Title
OPEN	RR Correspondence February 1988 (1)-(4)
OPEN	RR Correspondence March 1988 (1)-(3)
OPEN	RR Correspondence April 1988 (1)(2)
OPEN	RR Correspondence May 1988 (1)-(3)
OPEN	RR Correspondence June 1988 (1)-(3)
OPEN	RR Correspondence July 1988 (1)

Box 24

Status	Title
OPEN	RR Correspondence July 1988 (2)-(3)
OPEN	RR Correspondence August 1988 (1)-(3)
OPEN	RR Correspondence September 1988 (1)-(3)
OPEN	RR Correspondence October 1988 (1)-(3)
OPEN	RR Correspondence November 1988 (1)-(3)
OPEN	RR Correspondence December 1988 (1)-(3)
OPEN	RR Correspondence January 1989 (1)-(3)

SERIES II: Ronald Reagan Photos with Personal Insciations

, Boxes 25-36)

This series consist of photocopies of photos that Ronald Reagan personally inscribed and is arranged by recipient name.

Box 25

Status	Title
OPEN	Pieces Presented from Barbos July 1983-September 1985 [RR photos to Heads of State]
OPEN	RR - Personal Inscriptions on Photos - A (1)-(7)
OPEN	RR - Personal Inscriptions on Photos - B (1)-(9)

Box 26

Status	Title
OPEN	RR - Personal Inscriptions on Photos - B (10)-(18)
OPEN	RR - Personal Inscriptions on Photos - C (1)-(8)

Box 27

Status	Title
OPEN	RR - Personal Inscriptions on Photos - C (9)-(13)
OPEN	RR - Personal Inscriptions on Photos - D (1)-(11)

Box 28

Status	Title
OPEN	RR - Personal Inscriptions on Photos - E (1)-(4)
OPEN	RR - Personal Inscriptions on Photos - F (1)-(7)
OPEN	RR - Personal Inscriptions on Photos - G (1)-(6)

Box 29

Status	Title
OPEN	RR - Personal Inscriptions on Photos - G (7)-(17)
OPEN	RR - Personal Inscriptions on Photos - H (1)-(6)

Box 30

Status	Title
OPEN	RR - Personal Inscriptions on Photos - I
OPEN	RR - Personal Inscriptions on Photos - J (1)-(5)
OPEN	RR - Personal Inscriptions on Photos - K (1)-(9)
OPEN	RR - Personal Inscriptions on Photos - L (1)-(3)

Box 31

Status	Title
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OPEN RR - Personal Inscriptions on Photos - L (4)-(10)
OPEN RR - Personal Inscriptions on Photos - M (1)-(10)

Box 32

Status	Title
OPEN	RR - Personal Inscriptions on Photos - M (11)-(13)
OPEN	RR - Personal Inscriptions on Photos - Mc (1)-(4)
OPEN	RR - Personal Inscriptions on Photos - N (1)-(3)
OPEN	RR - Personal Inscriptions on Photos - O (1)-(3)
OPEN	RR - Personal Inscriptions on Photos - P (1)-(5)

Box 33

Status	Title
OPEN	RR - Personal Inscriptions on Photos - P (6)-(9)
OPEN	RR - Personal Inscriptions on Photos - Q
OPEN	RR - Personal Inscriptions on Photos - R (1)-(12)

Box 34

Status	Title
OPEN	RR - Personal Inscriptions on Photos - S (1)-(16)

Box 35

Status	Title
OPEN	RR - Personal Inscriptions on Photos - S (17)-(19)
OPEN	RR - Personal Inscriptions on Photos - T (1)-(7)
OPEN	RR - Personal Inscriptions on Photos - U
OPEN	RR - Personal Inscriptions on Photos - V (1)-(3)
OPEN	RR - Personal Inscriptions on Photos - W (1)

Box 36

Status	Title
OPEN	RR - Personal Inscriptions on Photos - W (2)-(12)
OPEN	RR - Personal Inscriptions on Photos - XYZ (1)-(6)

SERIES III: Telegrams

This series consists of copies of telegrams from President Reagan. The material is arranged chronologically.

Box 37

Status	Title
OPEN	Telegrams 1981 (1)-(3)
OPEN	Telegrams 1982 (1)-(4)
OPEN	Telegrams, 1983 (1)-(6)
OPEN	RR Telegrams January 1984-June 1984 (1)(2)

Box 38

Status	Title
OPEN	RR Telegrams July 1984-December 1984 (1)-(5)
OPEN	RR Telegrams January 1985-June 1985 (1)-(3)
OPEN	RR Telegrams July 1985-December 1985 (1)-(4)
OPEN	RR Telegrams January 1986-June 1986 (1)-(4)

Box 39

Status	Title
OPEN	RR Telegrams July 1986-December 1986 (1)-(5)
OPEN	RR Telegrams January 1987-June 1987 (1)-(4)
OPEN	RR Telegrams July 1987-December 1987 (1)-(5)
OPEN	RR Telegrams January 1988-June 1988 (1)

Box 40

Status	Title
OPEN	RR Telegrams January 1988-June 1988 (2)-(4)
OPEN	RR Telegrams July 1988-December 1988 (1)-(3)
OPEN	RR Telegrams January 1989

SERIES IV: Anne Higgins Correspondence

This series consists of carbon copies of outgoing letters from Anne Higgins. In most cases, these letters respond to individuals who had written to President Reagan, and include courtesy letters to requests that President Reagan could not accommodate, transmittals forwarding cash donations to the Treasury, and substantive responses concerning administration policies. Higgins also signed many of the responses sent to individuals who had complaints or problems with federal agencies, such as loss or denial of benefits (e.g. Social Security, disabled Veterans) or property seized through eminent domain. The material is arranged chronologically.

Box 41

Status	Title
OPEN	AVH Correspondence February 1981
OPEN	AVH Correspondence March 1981
OPEN	AVH Correspondence April 1981 (1)(2)
OPEN	AVH Correspondence May 1981 (1)(2)
OPEN	AVH Correspondence June 1981 (1)-(3)
OPEN	AVH Correspondence July 1981 (1)-(4)
OPEN	AVH Correspondence August 1981 (1)-(3)
OPEN	AVH Correspondence September 1981 (1)(2)

Box 42

Status	Title
OPEN	AVH Correspondence September 1981 (3)-(4)
OPEN	AVH Correspondence October 1981 (1)-(4)
OPEN	AVH Correspondence November 1981 (1)-(4)
OPEN	AVH Correspondence December 1981 (1)-(3)
OPEN	AVH Correspondence January 1982 (1)(2)
OPEN	AVH Correspondence February 1982 (1)-(3)

Box 43

Status	Title
OPEN	AVH Correspondence March 1982 (1)-(4)
OPEN	AVH Correspondence April 1982 (1)-(4)
OPEN	AVH Correspondence May 1982 (1)-(3)
OPEN	AVH Correspondence June 1982 (1)-(3)
OPEN	AVH Correspondence July 1982 (1)(2)

Box 44

Status	Title
OPEN	AVH Correspondence August 1982 (1)(2)
OPEN	AVH Correspondence September 1982 (1)-(3)
OPEN	AVH Correspondence October 1982 (1)(2)
OPEN	AVH Correspondence November 1982 (1)(2)
OPEN	AVH Correspondence December 1982 (1)-(3)
OPEN	AVH Correspondence January 1983 (1)(2)
OPEN	AVH Correspondence February 1983 (1)(2)

Status	Title
OPEN	AVH Correspondence March 1983 (1)
Box 45	
Status	Title
OPEN	AVH Correspondence March 1983 (2)-(3)
OPEN	AVH Correspondence April 1983 (1)-(3)
OPEN	AVH Correspondence May 1983 (1)-(3)
OPEN	AVH Correspondence June 1983 (1)(2)
OPEN	AVH Correspondence July 1983 (1)(2)
OPEN	AVH Correspondence August 1983 (1)-(4)
OPEN	AVH Correspondence September 1983 (1)

Box 46

Status	Title
OPEN	AVH Correspondence September 1983 (2)-(3)
OPEN	AVH Correspondence October 1983 (1)-(3)
OPEN	AVH Correspondence November 1983 (1)-(3)
OPEN	AVH Correspondence December 1983
OPEN	AVH Correspondence January 1984 (1)-(3)
OPEN	AVH Correspondence February 1984 (1)(2)
OPEN	AVH Correspondence March 1984 (1)-(3)

Box 47

Status	Title
OPEN	AVH Correspondence April 1984 (1)-(3)
OPEN	AVH Correspondence May 1984 (1)(2)
OPEN	AVH Correspondence June 1984 (1)(2)
OPEN	AVH Correspondence July 1984
OPEN	AVH Correspondence August 1984 (1)(2)
OPEN	AVH Correspondence September 1984
OPEN	AVH Correspondence October 1984
OPEN	AVH Correspondence November 1984
OPEN	AVH Correspondence December 1984
OPEN	AVH Correspondence January 1985
OPEN	AVH Correspondence February 1985

Status	Title
OPEN	AVH Correspondence March 1985 (1)(2)
Box 48	
Status	Title
OPEN	AVH Correspondence April 1985 (1)(2)
OPEN	AVH Correspondence May 1985 (1)(2)
OPEN	AVH Correspondence June 1985
OPEN	AVH Correspondence July 1985 (1)(2)
OPEN	AVH Correspondence August 1985 (1)(2)
OPEN	AVH Correspondence September 1985
OPEN	AVH Correspondence October 1985
OPEN	AVH Correspondence November 1985
OPEN	AVH Correspondence December 1985
OPEN	AVH Correspondence January 1986
OPEN	AVH Correspondence February 1986
OPEN	AVH Correspondence March 1986
OPEN	AVH Correspondence April 1986
OPEN	AVH Correspondence May 1986 (1)(2)
Box 49	
Status	Title
OPEN	AVH Correspondence June 1986
OPEN	AVH Correspondence July 1986 (1)(2)
OPEN	AVH Correspondence August 1986
OPEN	AVH Correspondence September 1986
OPEN	AVH Correspondence October 1986
OPEN	AVH Correspondence November 1986
OPEN	AVH Correspondence December 1986
OPEN	AVH Correspondence January 1987
OPEN	AVH Correspondence February 1987
OPEN	AVH Correspondence March 1987
OPEN	AVH Correspondence April 1987
OPEN	AVH Correspondence May 1987
OPEN	AVH Correspondence June 1987

Status	Title
OPEN	AVH Correspondence July 1987
OPEN	AVH Correspondence August 1987
OPEN	AVH Correspondence September 1987
OPEN	AVH Correspondence October 1987
OPEN	AVH Correspondence November 1987
OPEN	AVH Correspondence December 1987
OPEN	AVH Correspondence January 1988
OPEN	AVH Correspondence February 1988
OPEN	AVH Correspondence March 1988

Box 50

Status	Title
OPEN	AVH Correspondence April 1988
OPEN	AVH Correspondence May 1988
OPEN	AVH Correspondence June 1988
OPEN	AVH Correspondence July 1988
OPEN	AVH Correspondence August 1988
OPEN	AVH Correspondence September 1988
OPEN	AVH Correspondence October 1988
OPEN	AVH Correspondence November 1988
OPEN	AVH Correspondence December 1988
OPEN	AVH Correspondence January 1989

SERIES V: Proclamations and Working Papers

(7.2 l. ft., Boxes 51-68)

This series consists of material related to the drafts, background information and final copies of proclamations. These files are administrative in nature and document the logistical process of producing official proclamations. The material is arranged by year, and alphabetically there under.

Box 51

Status	Title
OPEN	Adoption Week, National, 11/19/1984

Status	Title
OPEN	Adult Day Care Center Week, National, 09/23/1984
OPEN	Alzheimer's Disease Month, National, November 1984
OPEN	Birds of Prey Conservation Week, National, 10/07/1984
OPEN	Black Colleges Week, National, Historically 09/23/1984
OPEN	Blood Pressure Awareness Week, National 11/11/1984
OPEN	Care and Share Day, National, 12/15/1984
OPEN	Child Health Day, 1984, 10/01/1984
OPEN	Children's Week, National, 10/07/1984
OPEN	Christmas Seal Month, National, November 1984
OPEN	Coast Guard Day, 08/04/1984
OPEN	Columbus Day, 1984, 10/08/1984
OPEN	Community Leadership Week, National, 09/09/1984
OPEN	Diabetes Month, National, November 1984
OPEN	Down's Syndrome Month, National, October.1984
OPEN	Drug Abuse Education / Prevention Week, National 09/23/1984
OPEN	Drunk/Drugged Driving Awareness Week, National 12/09/1984
OPEN	Emergency Medicine Week, 09/16/1984
OPEN	Employ the Handicapped Week, National, 10/07/1984
OPEN	Epidermolysis Bullosa Awareness Week, National 11/25/1984
OPEN	Erikson Day, Leif, 1984, 10/09/1984
OPEN	Family Week, National, 11/18/1984
OPEN	Farm-City Week, National, 11/16/1984
OPEN	Fire Prevention Week, 1984, 10/07/1984
OPEN	Firefighters Day, National, Volunteer, 08/18/1984
OPEN	Food Day, World, 10/16/1984
OPEN	Forest Product Week, 1984, National, 10/21/1984

Box 52

Status	Title
OPEN	Hawaii Statehood Silver Jubilee Day, 8/21/1984

Status	Title
OPEN	Head Injury Awareness Month, National, October 1984
OPEN	High-tech Week, National, 09/30/1984
OPEN	Hispanic Heritage Week, National, 09/09/1984
OPEN	Home Care Week, National, 11/25/1984
OPEN	Hospice Month, National, November 1984
OPEN	Housing Week, National, 10/14/1984
OPEN	Lupus Awareness Week, 10/21/1984
OPEN	Mental Illness Awareness Week, 10/07/1984
OPEN	Myasthenia Gravis Awareness Week, 10/14/1984
OPEN	Neighborhood Housing Services Week, National 10/07/1984
OPEN	Ostomy Month, National, August 1984
OPEN	Pearl Harbor Remembrance Day, National, 12/07/1984
OPEN	Penn Citizenship, Due 11/09/1984
OPEN	Polish American Heritage Month, August 1984
OPEN	Pulaski Memorial Day 1984, Gen., 10/11/1984
OPEN	Quality Month, National, October. 1984
OPEN	Reye's Syndrome Week, National, 11/12/1984
OPEN	Rights Day/Week, Bill of Human, 12/10/1984
OPEN	School Age Child Care Awareness Week, National 09/02/1984
OPEN	School Lunch Week, National, 10/14/1984
OPEN	Sewing Month, National, September 1984
OPEN	Smokey Bear Week, 8/05/1984
OPEN	Spina Bifida Month, National, October 1984
OPEN	Terrorism, Time of Remembrance for Victims of 10/23/1984

Box 53

Status	Title
OPEN	Thanksgiving Day, 1984, 11/22/1984
OPEN	Ukraine, Commemoration of Great Famine in the, 11/04/1984
OPEN	United Nations Day, 1984, 10/24/1984
OPEN	Veterans Day, 1984, 11/11/1984

Status	Title
OPEN	Warsaw Uprising, 40th Anniversary, 08/01/1984
OPEN	White Cane Safety Day, 1984, 10/15/1984
OPEN	Women in Agriculture Week, 11/11/1984
OPEN	Women Veterans Recognition Week, National 11/11/1984
OPEN	Women's Equality Day, 08/26/1984
OPEN	WWI Aces and Aviators Day, 09/21/1984
OPEN	Wright Brothers Day, 1984, 12/17/1984
OPEN	Youth of America Week, 1984, 9/02/1984
OPEN	[Various Proclamations, 03/15/1984-09/07/1984] (1)-(4)
OPEN	Proclamations
OPEN	Adoption Week 1985, National 11/24/1985
OPEN	Adult Day Care Week, National 09/22/1985-09/28/1985
OPEN	Afghanistan Day 1985 03/21/1985
OPEN	Alzheimer's Disease Month, National, November 1985
OPEN	American Education Week 11/17/1985-11/23/1985
OPEN	Asian/Pacific American Heritage Week 05/05/1985-05/11/1985
OPEN	Asthma and Allergy Awareness Week, National 05/05/1985-05/11/1985
OPEN	Baltic Freedom Day 06/14/1985
OPEN	Big Brothers / Big Sisters Week National 02/17/1985
OPEN	Black Colleges Week, Historically, National 09/23/1985-9/29/1985
OPEN	Boy Scouts of America, Seventy-fifth Anniversary of the, Year of 1985
OPEN	Cancer Control Month, 1985 April
OPEN	Captive Nations Week 07/21/1985-07/27/1985
OPEN	CPR Awareness Week, National 10/20/1985-10/26/1985
OPEN	Care and Share, Operation 11/25/1985
OPEN	Cerebral Palsy Month, National January 1985
OPEN	Child Health Day 10/07/1985
OPEN	Child Safety Awareness Month May 1985

Status	Title
OPEN	Citizenship Day and Constitution Week 09/17/1985 and 09/17/1985-09/23/1985

Box 54

Status	Title
OPEN	Columbus Day 10/14/1985
OPEN	Consumers Week, 1985, National 04/21/1985
OPEN	Correctional Officers Week, National 05/05/1985-05/11/1985
OPEN	Diabetes Month, National November 1985
OPEN	Digestive Diseases Awareness Week, National 05/12/1985-05/19/1985
OPEN	Disability in Entertainment Week, National 07/25/1985-07/31/1985
OPEN	DECA Week, National 02/10/1985 [Distributive Education Clubs of America]
OPEN	Down Syndrome Month, National October 1985
OPEN	Drug Abuse Education Week, National 11/03/1985-11/09/1985
OPEN	Drunk/Drugged Driving Awareness Week, National 12/15/1985-12/21/1985
OPEN	Employ the Handicapped Week, National 10/06/1985-10/12/1985
OPEN	Eugene Ormandy Appreciation Day 11/18/1985
OPEN	Family Reunion Month, 1985 05/12/1985-06/16/1985
OPEN	Family Week, National 11/24/1985-11/30/1985
OPEN	Farm-City Week, National 11/22/1985-11/28/1985
OPEN	Farm Safety Week, National 09/15/1985-09/21/1985
OPEN	Fasting to Raise Funds to Combat Hunger, National Day of 11/24/1985
OPEN	Father's Day, 1985 06/16/1985
OPEN	Fire Prevention Week 10/06/1985-10/12/1985
OPEN	Flag Day and Flag Week, National 06/14/1985 and 06/09/1985-06/15/1985

Status	Title
OPEN	Forest Products Week, National 10/20/1985-10/26/1985
OPEN	Foster Grandparent Month, National October 1985
OPEN	Freedom of the Press Day, 1985 08/04/1985
OPEN	Heart Month 1985, American, February 1985
OPEN	Helen Keller Deaf-Blindness Awareness Week 06/23/1985-06/29/1985
OPEN	Helsinki Human Rights Day 05/07/1985
OPEN	High Blood Pressure Awareness Week, National 11/10/1985
OPEN	High-Tech Month, National October 1985
OPEN	Hispanic Heritage Week, National 09/15/1985-09/21/1985
OPEN	Home Care Week, National 12/01/1985
OPEN	Hospice Month, National November 1985
OPEN	Housing Week, National 10/06/1985-10/13/1985
OPEN	Jerome Kern Day, National 01/27/1985
OPEN	Law Day U.S.A. 05/01/1985
OPEN	Learning Disabilities Awareness Month October 1985
OPEN	Leif Erikson Day 10/09/1985
OPEN	Liberty, Centennial Year of, in the United States 10/28/1985-10/28/1986
OPEN	Lithuanian Independence Day, 1985 02/16/1985
OPEN	Loyalty Day 1985 05/01/1985
OPEN	Lupus Awareness Week, National 10/20/1985-10/26/1985
OPEN	Made in America Month December 1985
OPEN	Maritime Day, National 1985 05/22/1985
OPEN	Mark Twain Day, National 11/30/1985
OPEN	Medical Transcriptionist Week, National 05/20/1985-05/26/1985
OPEN	Mental Illness Awareness Week 10/06/1985-10/12/1985
OPEN	Minority Enterprise Week, 1985 10/06/1985-10/12/1985
OPEN	Mother's Day, 1985 05/12/1985
OPEN	Myasthenia Gravis Awareness Week 10/06/1985-10/12/1985
OPEN	Neighborhood Crime Watch Day, National 08/13/1985

Box 55

Status	Title
OPEN	Oil Heat Centennial Year, Year of 1985
OPEN	Older Americans Month, 1985 May 1985
OPEN	Osteoporosis Week, 1985 National 05/20/1985-05/26/1985
OPEN	Peace Corps, Twenty-fifth Anniversary, Year of 10/01/1985-9/30/1986
OPEN	Poison Prevention Week, National 03/17/1985
OPEN	Polish-American Heritage Month, 1985 August 1985
OPEN	Prayer for Peace / Memorial Day, 1985 05/27/1985
OPEN	Prayer, National Day of, 1985, 05/02/1985
OPEN	POW/MIA Recognition Day, 1985, National 07/19/1985
OPEN	Pulaski Day (General Pulaski Memorial Day) November 1985
OPEN	Red Cross Month, 1985 March
OPEN	Remembrance, A Time of (Victims of Terrorism) 10/23/1985
OPEN	Reye's Syndrome Week, National 11/11/1985
OPEN	Rights Day / Week, Bill of Human 12/10/1985; 12/15/1985
OPEN	Safe Boating Week, 1985, National 06/02/1985
OPEN	Salk, Dr. Jonas E. Day 05/06/1985
OPEN	Sanctity of Human Life Day, 1985 National 01/20/1985
OPEN	School Lunch Week, National 10/13/1985-10/19/1985
OPEN	Science Week, National 1985 05/12/1985-05/18/1985
OPEN	Senior Center Week, 1985 05/12/1985-05/18/1985
OPEN	Sewing Month, National September 1985
OPEN	Skin Cancer Prevention and Detection Week 03/24/1985
OPEN	Small Business Week, 1985 05/05/1985
OPEN	Space Exploration Day, 1985 07/20/1985
OPEN	Spina Bifida Month, National October 1985
OPEN	Sudden Infant Death Syndrome Awareness Month, National October 1985
OPEN	Temporary Services Week, National 12/01/1985-12/07/1985
OPEN	Thanksgiving Day 11/28/1985
OPEN	Tourism Week, 1985, National 05/19/1985-05/25/1985

Status	Title
OPEN	Defense Transportation Day, National, Transportation Week, National, 1985 05/17/1985
OPEN	and 05/12/1985-05/18/1985 United Nations Day, 1985 10/24/1985
OPEN	Very Special Arts U.S.A. Month, 1985 May 1985
OPEN	Veterans Day 11/11/1985
OPEN	Vietnam Veterans Recognition Day, 1985 05/07/1985
OPEN	Vision Week, 1985, Save Your 03/03/1985
OPEN	White Cane Safety Day 10/15/1985
OPEN	Women Veterans Recognition Week, National 11/10/1985
OPEN	Women's Equality Day, 1985 08/26/1985
OPEN	Women's History Week, 1985 03/03/1985
OPEN	World Food Day 10/16/1985

Box 56

Status	Title
OPEN	World Trade Week, 1985 05/19/1985-05/25/1985
OPEN	Wright Brothers Day 12/17/1985
OPEN	Youth Suicide Prevention, Month, 1985 June 1985
OPEN	Youth Year, 1985, International, 1985 (1)(2)
OPEN	Adult Literacy Month 1986
OPEN	Afghanistan Day, 1986 03/21/1986
OPEN	Agriculture Day, National 03/20/1986
OPEN	American Business Women's Day, 1986
OPEN	American Heart Month 1986, National February 1986
OPEN	American Indian Week, 1986
OPEN	American Liver Foundation National Liver Awareness Month
OPEN	Andrei Sakharov Day 05/21/1986
OPEN	Asian/Pacific American Heritage Week, May
OPEN	Baltic Freedom Day 1986
OPEN	Better Hearing and Speech Month [1986]
OPEN / DIGITIZED	Black History Month, February 1986, National
OPEN	Black, Hugo Lafayette Day, National 02/27/1986

Status	Title
OPEN	Burn Awareness Week, National 02/09/1986-02/15/1986
OPEN	Cancer Control Month April 1986
OPEN	Captive Nations Week, 1986
OPEN	Centennial of the Birth of David Ben Gurion
OPEN	Centennial Year of the Gas-Powered Automobile, 1986
OPEN	Child Health Day 1986
OPEN	Columbus Day 1986
OPEN	Community College Month 1986, National February 1986
OPEN	Constitution Week and Citizenship Day, 1986
OPEN	Consumers Week, 1986, National 04/20/1986
OPEN	Crack/Cocaine Awareness Month 1986
OPEN	Critical Care Week 05/25/1986
OPEN	Death of American Astronauts on Board the Space Shuttle Challenger
OPEN	Education Day 04/20/1986
OPEN	Emergency Medical Services Week, 1986
OPEN	Ethnic American Day 1986
OPEN	Fair Housing Month April 1986

Box 57

Status	Title
OPEN	Father's Day 1986
OPEN	Federal Lands Cleanup Day 1986
OPEN	Fetal Alcohol Syndrome Week, National 01/12/1986
OPEN	Fire Prevention Week 1986
OPEN	Flag Day and National Flag Week 1986
OPEN	Freedom of Information Day 03/16/1986
OPEN	Gaucher's Disease Awareness Week 1986
OPEN	General Pulaski Memorial Day 1986
OPEN	Hands Across America 05/25/1986
OPEN	Helsinki Human Rights Day 1986
OPEN	Hemophilia Month, National March 1986

Status	Title
OPEN	Human Rights Day, Bill of Rights Day, Human Rights Week 1986
OPEN	Humanities Week, National, 1986 02/09/1986-02/15/1986
OPEN	Jewish Heritage Week 1986
OPEN	Just Say No to Drugs Week 1986
OPEN	Law Day, U.S.A. 05/01/1986
OPEN	Let Freedom Ring Day 1986
OPEN	Leif Erikson Day 1986
OPEN	Loyalty Day 1986
OPEN	Lupus Awareness Month 1986
OPEN	Made In America Month 1986
OPEN	Martin Luther King Jr. Day 01/20/1986
OPEN	Memorial Day 1986
OPEN	Mental Illness Awareness Week 1986
OPEN	Minority Enterprise Development Week 10/05/1986-10/11/1986
OPEN	Mother's Day 1986
OPEN	National Adoption Week 1986
OPEN	National Adult Immunization Week 1986
OPEN	National Agriculture Export Week 1986
OPEN	National Air Traffic Control Day 1986
OPEN	National Alopecia Areata Awareness Week 1986
OPEN	National Alzheimers Disease Month 1986
OPEN	National Aplastic Anemia Awareness Week 1986
OPEN	National Arts Week 1986
OPEN	National Barrier Awareness Day 1986
OPEN	National Birds of Prey Month

Box 58

Status	Title
OPEN	National Child Identification and Safety Awareness Day 1986
OPEN	National Child Safety Month

Status	Title
OPEN	National Children's Accident Prevention Week 1986
OPEN	National Children's Television Awareness Week 1986
OPEN	National Community Education Day
OPEN	National Defense Transportation Day, National Transportation Week 05/11/1986
OPEN	National Diabetes Month 1986
OPEN	National Digestive Disease Awareness Week 05/19/1986
OPEN	National Down Syndrome Month 1986
OPEN	National Drug Abuse Education and Prevention Week 1986
OPEN	National Drunk and Drunk Driving Awareness Week 1986
OPEN	National Employ the Handicapped Week 1986
OPEN	National Energy Education Day 03/21/1986
OPEN	National Epidermolysis Bullosa Awareness Week 1986
OPEN	National Family Caregivers Week 1986
OPEN	National Family Reunion Weekend
OPEN	National Family Week 1986
OPEN	National Farm City Week 1986
OPEN	National Farm Safety Week
OPEN	National Fire Fighters Day 1986
OPEN	National Fishing Week 1986
OPEN / DIGITIZED	National Floral Emblem of the USA 1986
OPEN	National Food Bank Week 1986 05/18/1986-05/24/1986
OPEN	National Forest Products Week 1986
OPEN	National Garden Week 04/12/1986-04/20/1986
OPEN	National Hispanic Heritage Week 1986
OPEN	National Historically Black Colleges Week 1986
OPEN	National Home Care Week 1986
OPEN	National Homelessness Awareness Week, 1986
OPEN	National Hospice Month 1986
OPEN	National Housing Week 1986
OPEN	National Immigrants Day 1986
OPEN	National Infection Control Week 1986

Status	Title
OPEN	National Institutes of Health Centennial Year
OPEN	National Interstate Highway Day
OPEN	National Jaycees Day 1986
OPEN	National Job Skills Week 1986
OPEN	National Kidney Program Day 1986

Box 59

Status	Title
OPEN	National Literacy Day 1986
OPEN	National Maritime Day May 1986
OPEN	National Mathematics Awareness Week 04/14/1986-04/20/1986
OPEN	National Neighborhood Housing Services Week 06/01/1986
OPEN	National Nuclear Medicine Week 1986
OPEN	National Osteoporosis Awareness Week
OPEN	National Outreach to the Rural Disabled Day 1986
OPEN	National Pearl Harbor Remembrance Day 1986
OPEN	National Philanthropy Day 1986
OPEN	National POW/MIA Recognition Day 1986
OPEN	National Reading is Fun Week 1986
OPEN	National Safety in the Workplace Week
OPEN	National Save American Industry and Jobs Day 06/21/1986
OPEN	National School Age Child Care Week 1986
OPEN	National School Library Month April 1986
OPEN	National School Lunch Week 1986
OPEN	National SEEK and College Discovery Day 1986 [Search for Elevation, Education and Knowledge]
OPEN	National Spina Bifida Month 1986
OPEN / DIGITIZED	National Theater Week 1986
OPEN	National Tourism Week 1986
OPEN	National Womens Veterans Recognition Week 1986
OPEN	National Year of the Teacher, National Teachers Appreciation Day

Status	Title
OPEN	Naval Aviation Day 05/08/1986
OPEN	Older Americans Melanoma / Skin Cancer Detection and Prevention Week
OPEN	Older Americans Month May 1986
OPEN	Organ and Tissue Donor Awareness Week, 04/26/1986-05/03/1986
OPEN	Pan American Day and Week 1986
OPEN	Poison Prevention Week, National 03/16/1986
OPEN	Polish American Heritage Month
OPEN	Red Cross Month, 1986, National
OPEN	Prayer, National Day of 05/01/1986
OPEN	Safe Boating Week 1986, National June 1986
OPEN	Salute to School Volunteers Day 1986
OPEN	Sanctity of Human Life Day 1986, National 01/19/1986
OPEN	Sesquicentennial Year of the National Library of Medicine 1986
OPEN	Small Business Week, 1986 National 05/18/1986

Box 60

Status	Title
OPEN	Suspending Most-Favored-Nation Status for Afghanistan 1986
OPEN	Truck and Bus Safety Week, National 01/26/1986-02/01/1986
OPEN	Thanksgiving Day 1986
OPEN	A Time of Remembrance 1986
OPEN	United Nations Day 1986
OPEN	Veterans Day 1986
OPEN	Vision Week, National Save Your, 1986
OPEN	Walt Disney Recognition Day 1986
OPEN	White Cane Safety Day 1986
OPEN	Women's Equality Day 1986
OPEN	Women's History Week 1986 03/02/1986-03/08/1986

Status	Title
OPEN	World Food Day 1986
OPEN	World Health Week 04/06/1986-04/12/1986; World Health Day 04/07/1986
OPEN	World Trade Week 1986 05/18/1986
OPEN	Wright Brothers Day 1986
OPEN	Year of the Flag 1986
OPEN	Youth Suicide Prevention Month June 1986
OPEN	AIDS Awareness and Prevention Month 1987
OPEN	Afghanistan Day 1987
OPEN	African American Education Week 1987
OPEN	American Gospel Arts Day 1987
OPEN	American Heart Month 1987
OPEN	American Indian Week 1987
OPEN	American Red Cross Month 1987
OPEN	Arizona Diamond Jubilee Year 1987
OPEN	Asian/Pacific American Heritage 1987
OPEN	Baltic Freedom Day 1987
OPEN	Benign Essential Blepharospasm Week 1987
OPEN	Bicentennial of the Northwest Ordinance
OPEN	Bill of Rights Day, Human Rights Day and Week 1987
OPEN	Cancer Control Month 1987
OPEN	Captive Nations Week 1987
OPEN	Child Health Day 1987
OPEN	Citizenship Day and Constitution Week 1987

Box 61

Status	Title
OPEN	Clean Water Day 1987
OPEN	Columbus Day 1987
OPEN	Disabled American Veterans, Vietnam Memorial Recognition
OPEN	Education Day U.S.A.
OPEN	Emergency Medical Services Week 1987
OPEN	Federal Employees Recognition Week 1987

Status	Title
OPEN	50th Anniversary of the Animated Feature Film 1987 [Snow White Week]
OPEN	Fire Prevention Week 1987
OPEN	Flag Day and National Flag Week
OPEN	Freedom of Information Day 1987
OPEN	General Pulaski Memorial Day 1987
OPEN	Geography Awareness Week 1987
OPEN	George C. Marshall Month 1987
OPEN	German-American Day 1987
OPEN	Greek Independence Day 1987
OPEN	Hatch Act Centennial 1987
OPEN	Helsinki Human Rights Day 1987
OPEN	International Special Olympics 1987
OPEN	Interstate Commerce Commission 1987
OPEN	Just Say No 1987
OPEN	Law Day 1987
OPEN	Leif Erikson Day 1987
OPEN	Loyalty Day 1987
OPEN	Martin Luther King Day 1987
OPEN	Mental Illness Awareness Week 1987
OPEN	Minority Enterprise Development Week 1987
OPEN	National Adoption Week 1987
OPEN	National Adult Immunization Awareness Week 1987
OPEN	National Alzheimers Disease Month 1987
OPEN	National Arts Week 1987
OPEN	National Burn Awareness Week 1987
OPEN	National Catfish Day 1987
OPEN	National Challenger Center Day 1987
OPEN	National Child Abuse Prevention Month 1987
OPEN	National Child Support Enforcement 1987
OPEN	National Civil Rights Day
OPEN	National Community Education Day 1987

Status	Title
OPEN	National Consumer's Week 1987
Box 62	
Status	Title
OPEN	National Correctional Officers Week
OPEN	National Czech-American Week 1987
OPEN	National Dairy Goat Awareness Week 1987
OPEN	National Day of Excellence
OPEN	National Day of Mourning for STARK
OPEN	National Day of Prayer 1987
OPEN	National Defense Transportation Day and Transportation Week 1987
OPEN	National Developmental Disability Month 1987
OPEN	National Diabetes Month 1987
OPEN	National Digestive Diseases Month 1987
OPEN	National Down Syndrome Month 1987
OPEN	National Drunk and Drugged Driving Awareness Week 1987
OPEN	National Employ the Handicapped Week 1987
OPEN	National Energy Education Day 1987
OPEN	National Family Bread Baking Month 1987
OPEN	National Family Caregivers Week 1987
OPEN	National Family Week 1987
OPEN	National Farm-City Week 1987
OPEN	National Farm Safety Week 1987
OPEN	National Fetal Alcohol Syndrome
OPEN	National Fishing Week, 1987
OPEN	National Food Bank Week 1987
OPEN	National Forest Products Week 1987
OPEN	National Former POW Recognition Day 1987
OPEN	National Gold Star Mothers Day 1987
OPEN	National Hispanic Heritage Week 1987
OPEN	National Historically Black Colleges Week 1987
OPEN	National Home Health Care Week 1987

Status	Title
OPEN	National Hospice Month 1987
OPEN	National Immigrants Day 1987
OPEN	National Job Skills Week 1987
OPEN	National Know Your Cholesterol Week 1987
OPEN	National Literacy Day 1987
OPEN	National Lupus Awareness Month 1987

Box 63

Status	Title
OPEN	National Maritime Day 1987
OPEN	National Medical Research Day 1987
OPEN	National Neighborhood Crime Watch Day
OPEN	National Older Americans Abuse Prevention Week 1987
OPEN	National Osteoporosis Prevention Week 1987
OPEN	National Outward Bound Week 1987
OPEN	National Pearl Harbor Remembrance Day 1987
OPEN	National Podiatric Medicine 1987
OPEN	National Poison Prevention Week 1987
OPEN	National POW/MIA Recognition Week 1987
OPEN	National Reyes Syndrome Awareness Week 1987
OPEN	National Safe Boating Week
OPEN	National Safety Belt Use Week 1987
OPEN	National Sanctity of Human Life Day 1987
OPEN	National School Lunch Week 1987
OPEN	National School Yearbook Week 1987
OPEN	National Tourette Syndrome Awareness Week 1987
OPEN	National Tourism Week 1987
OPEN	National Volunteer Week 1987
OPEN	National Women Veterans Recognition Week 1987
OPEN	National Year of Thanksgiving, 1987
OPEN	National Year of the Americas 1987
OPEN	9-1-1 Emergency Number Day 1987
OPEN	Older American Month 1987

Status	Title
OPEN	125th Anniversary of the Department of Agriculture
OPEN	Pan American Day and Pan American Week 1987
OPEN	Polish American Heritage Month 1987
OPEN	Prayer for Peace, Memorial Day 1987
OPEN	Save Your Vision Week 1987
OPEN	750th Anniversary of the City of Berlin
OPEN	Shays' Rebellion Week and Shays' Rebellion Day 1987
OPEN	Small Business Week 1987
OPEN	Thanksgiving Day 1987

Box 64

Status	Title
OPEN	300th Commencement / Ohio State University
OPEN	United Nations Day 1987
OPEN	U.S. - Canada Days of Peace and Friendship
OPEN	U.S. Olympic Festival 1987
OPEN	United Way Centennial 1897 - 1987
OPEN	Veterans Day 1987
OPEN	White Cane Safety Day 1987
OPEN	Women in Sports Day 1987
OPEN	Women's Equality Day 1987
OPEN	Women's History Month 1987
OPEN	World Food Day 1987
OPEN	World Trade Week 1987
OPEN	Wright Brother's Day 1987
OPEN	Year of the Reader 1987
OPEN	Actors Fund of America Appreciation Month 1988
OPEN	Afghanistan Day 1988
OPEN	American Heart Month 1988
OPEN	American Red Cross Month 1988
OPEN	Asian/Pacific American Heritage Week 1988
OPEN	Baltic Freedom Day 1988
OPEN	Cancer Control Month 1988

Status	Title
OPEN	Captive Nations Week 1988
OPEN	Child Health Day 1988
OPEN	Citizenship Day and Constitution Week 1988
OPEN	Columbus Day 1988
OPEN	Crime Victims Week 1988
OPEN	Dennis Chavez 1988
OPEN	Department of Commerce Day 1988
OPEN	Drug Free American Week 1988
OPEN	Education Day 1988
OPEN	Emergency Medical Services Week 1988

Box 65

Status	Title
OPEN	Fair Housing Month 1988
OPEN	Father's Day 1988
OPEN	50th Anniversary of the Javits-Wagner-O'Day Act 1988
OPEN	50th Anniversary Year of the Federal Food, Drug and Cosmetic Act 1988
OPEN	Fire Prevention Week 1988
OPEN	Flag Day and National Flag Week 1988
OPEN	Freedom of Information Day 1988
OPEN	Gaucher's Disease Awareness Week 1988
OPEN	General Pulaski Memorial Day 1988
OPEN	Geography Awareness Week 1988
OPEN	German-American Day 1988
OPEN	Greek Independence Day 1988
OPEN	Helsinki Human Rights Day 1988
OPEN	Human Rights Day, Bill of Rights Day, and Human Rights Week 1988
OPEN	Jewish Heritage Week 1988
OPEN	John Muir Day 1988
OPEN	Just Say "No" Week, 1988
OPEN	Law Day U.S.A. 1988

Status	Title
OPEN	Lithuanian Independence Day 1988
OPEN	Loyalty Day 1988
OPEN	Lyme Disease Awareness Week 1988
OPEN	Martin Luther King Day 1988
OPEN	Minority Enterprise Development Week 1988
OPEN	Mother's Day 1988
OPEN	National Adoption Week 1988
OPEN	National Adult Day Care Center Week 1988
OPEN	National Adult Immunization Awareness Week 1988
OPEN	National Agriculture Day 1988

Box 66

Status	Title
OPEN	National Alzheimer's Disease Month 1988
OPEN	National Arbor Day 1988
OPEN	National Black American Inventors Day 1988
OPEN	National Book Week 1988
OPEN	National Challenger Center Day 1988
OPEN	National Child Abuse Prevention Month 1988
OPEN	National Child Care Awareness Week 1988
OPEN	National Child Passenger Safety Awareness Week 1988
OPEN	National China-Burma-India Veteran Appreciation Day 1988
OPEN	National Civil Rights Day 1988
OPEN	National Consumers Week 1988
OPEN	National Craniofacial Awareness Week 1988
OPEN	National Dairy Goat Awareness Week 1988
OPEN	National Day of Excellence 1988
OPEN	National Day of Prayer 1988
OPEN	National Day of Recognition for Mohandas K. Gandhi, 1988
OPEN	National Defense Transportation Day and National Transportation Week 1988
OPEN	National Diabetes Month 1988
OPEN	National Digestive Disease Awareness Month 1988

Status	Title
OPEN	National Disabled Americans Week 1988
OPEN	[National Down Syndrome Month, 1988]
OPEN	National Drinking Water Week 1988
OPEN	National Drive for Life Weekend 1988
OPEN	National D.A.R.E. Day 1988 [Drug Abuse Resistance Education]
OPEN	National Drunk and Drugged Driving Awareness Week 1988
OPEN	National Family Week 1988
OPEN	National Farm-City Week 1988
OPEN	National Farm Safety Week 1988
OPEN	National Firefighters Day 1988
OPEN	National Fishing Week 1988
OPEN	National Forest Products Week 1988
OPEN	National Foster Care Month 1988
OPEN	National Hispanic Heritage Week 1988
OPEN	National Historically Black Colleges Week 1988
OPEN	National Home Care Week 1988
OPEN	National Hospice Month 1988
OPEN	National Job Skills Week 1988
OPEN	National Jukebox Week 1988
OPEN	National Know Your Cholesterol Month 1988

Box 67

Status	Title
OPEN	National Library Card Month 1988
OPEN	National Literacy Day 1988
OPEN	National Lupus Awareness Month 1988
OPEN	National Maritime Day 1988
OPEN	National Neighborhood Crime Watch Day 1988
OPEN	National Neighborhood Housing Services - Neighborworks Week 1988
OPEN	National Older Americans Abuse Prevention Week 1988
OPEN	National Organ and Tissue Awareness 1988

Status	Title
OPEN	National Osteoporosis Prevention Week 1988
OPEN	National Outpatient Ambulatory Surgery Week 1988
OPEN	National Paralysis Awareness Week 1988
OPEN	National Poison Prevention Week 1988
OPEN	National POW/MIA Recognition Day 1988
OPEN	National Productivity Improvement Week 1988
OPEN	National Recycling Month 1988
OPEN	National Rural Health Awareness Week 1988
OPEN	National Safe Boating Week 1988
OPEN	National Safe Kids Week 1988
OPEN	National Safety Belt Use Week 1988
OPEN	National Senior Citizens Day 1988
OPEN	National Sanctity of Human Life Day 1988
OPEN	National School Dropout Prevention Week 1988
OPEN	National School Lunch Week 1988
OPEN	National Scleroderma Awareness Week 1988
OPEN	National Sewing Month, 1988
OPEN	National Sir Winston Churchill Recognition Day 1988
OPEN	National Skiing Day 1988
OPEN	National Student Athlete Day 1988
OPEN	National Stuttering Awareness Week 1988
OPEN	National Teacher Appreciation Day 1988
OPEN	National Tourism Week 1988
OPEN	National Trauma Awareness Month 1988
OPEN	National Tuberos Sclerosis Awareness 1988
OPEN	National Visiting Nurses Association Week 1988

Box 68

Status	Title
OPEN	National VITA Week 1988 (Volunteer Income Tax Assistance)
OPEN	National Women in Sports Day 1988
OPEN	National Women Veterans Recognition Week 1988

Status	Title
OPEN	National Year of Friendship with Finland 1988
OPEN	Neurofibromatosis Awareness Month 1988
OPEN	Older American Month 1988
OPEN	Outreach to Rural Disabled (overtaken by events)
OPEN	Pan American Day and Week, 1988
OPEN	Polish American Heritage Month 1988
OPEN	Prayer for Peace, Memorial Day 1988
OPEN / DIGITIZED	<u>Pregnancy and Infant Loss Awareness Month 1988</u>
OPEN	Public Service Recognition Week 1988
OPEN	Religious Freedom Week 1988
OPEN	Run To Daylight Day 1988
OPEN	Save Your Vision Week 1988
OPEN	Senior Center Week 1988
OPEN	Small Business Week 1988
OPEN	Take Pride in America Month 1988
OPEN	Thanksgiving Day 1988
OPEN	United Nations Day 1988
OPEN	United States-Canada Days of Peace and Friendship 1988
OPEN	Veterans Day 1988
OPEN	Vocational - Technical Education Week 1988
OPEN	Week of Remembrance of Kristallnacht
OPEN	White Cane Safety Day 1988
OPEN	Women in History Month 1988
OPEN	Women's Equality Day 1988
OPEN	World Food Day 1988
OPEN	World Trade Week 1988
OPEN	Wright Brothers Day 1988
OPEN	Year of New Sweden 1988

SERIES VI: Mail Samples

This series consists of the material sent to President Reagan on a weekly basis. It was sampled and sent to the President at his request so he could have a “feel” for citizen’s concerns and comments. The samples include holiday greetings, requests for assistance, children’s letters, and often, pro-life material included by Anne Higgins. The staff appears to select this sample to entertain and enlighten the President. The President was also given mail reports summarizing the pro/con comments from the public received weekly. These materials were sent to President Reagan on a weekly basis. PLEASE NOTE: The 1988 Mail Samples housed in Box 92, labeled “Mail Volume Reports.” This material is arranged chronologically.

Box 69

Status	Title
OPEN	[Mail Sample] Medal of Freedom
OPEN	[Mail Sample – Assassination Attempt:] Nursing Home Bouquets 1981
OPEN	[Mail Sample – Assassination Attempt:] April 1981 – Hospital Thank Yous (1)-(3)
OPEN	[Mail Sample] 05/01/1981-05/07/1981 (1)-(6)
OPEN	[Mail Sample] 05/06/1981 – The Economy
OPEN	[Mail Sample] 05/08/1981 and 05/14/1981 (1)(2)
OPEN	[Mail Sample] 06/05/1981-06/11/1981
OPEN	[Mail Sample] 06/12/1981-06/18/1981

Box 70

Status	Title
OPEN / DIGITIZED	[Mail Sample] 07/16/1981 Nomination of Sandra Day O’Connor (1)
OPEN / DIGITIZED	[Mail Sample] 07/16/1981 Nomination of Sandra Day O’Connor (2)
OPEN / DIGITIZED	[Mail Sample] 07/16/1981 Nomination of Sandra Day O’Connor (3)
OPEN	[Mail Sample] 08/14/1981-09/10/1981 (1)-(3)
OPEN	[Mail Sample] 09/11/1981-10/01/1981 (1)-(9)

Box 71

Status	Title
OPEN	[Mail Sample] 10/02/1981-10/22/1981 (1)-(6)

Status	Title
OPEN	[Mail Sample] 10/23/1981-11/19/1981 (1)-(3)
OPEN	[Mail Sample] 11/20/1981-12/23/1981 (1)-(5)
OPEN	[Mail Sample] 01/01/1982-01/28/1982 (1)-(3)
OPEN	[Mail Sample] 01/24/1982-02/25/1982 (1)-(3)

Box 72

Status	Title
OPEN	[Mail Sample] 02/26/1982-03/18/1982 (1)-(4)
OPEN	[Mail Sample] February 1982 - Tip O'Neill
OPEN	[Mail Sample] 03/19/1982-04/22/1982 (1)-(4)
OPEN	[Mail Sample] 04/23/1982-06/10/1982 (1)-(5)
OPEN	[Mail Sample] 06/11/1982-07/15/1982 (1)-(4)
OPEN	[Mail Sample] 07/16/1982-08/19/1982 (1)(2)

Box 73

Status	Title
OPEN	[Mail Sample] 07/16/1982-08/19/1982 (3)-(5)
OPEN	[Mail Sample] 08/20/1982-10/14/1982 (1)-(4)
OPEN	[Mail Sample] 10/15/1982-11/18/1982 (1)-(4)
OPEN	[Mail Sample] 11/19/1982-12/21/1982 (1)-(6)

Box 74

Status	Title
OPEN	[Mail Sample] 12/ 22/1982-01/27/1983 (1)-(6)
OPEN	[Mail Sample] 01/28/1983-03/03/1983 (1)-(5)
OPEN	[Mail Sample] 03/04/1983-04/14/1983 (1)-(3)
OPEN	[Mail Sample] 04/10/1983-06/09/1983 (1)-(5)

Box 75

Status	Title
OPEN	[Mail Sample] 04/10/1983-06/09/1983 (6)
OPEN	[Mail Sample] 06/10/1983-08/11/1983 (1)-(5)
OPEN / DIGITIZED	[Mail Sample] 09/02/1983 Public Response Soviet Attack [KAL Flight 007]
OPEN / DIGITIZED	[Mail Sample] September 1983 Telegrams [KAL Flight 007 Shootdown]

Status	Title
OPEN	[Mail Sample] 08/14/1983-10/15/1983
OPEN	[Mail Sample] 10/16/1983-11/12/1983 (1)-(8)
OPEN	[Mail Sample] 10/23/1983 Telephone [Beirut Bombing and Grenada Invasion]

Box 76

Status	Title
OPEN	[Mail Sample] 01/01/1984-01/28/1984 (1)-(3)
OPEN	[Mail Sample] 01/29/1984-03/03/1984 (1)-(5)
OPEN	[Mail Sample] 03/05/1984-04/05/1984 (1)-(4)
OPEN	[Mail Sample] 04/06/1984-05/10/1984 (1)-(5)

Box 77

Status	Title
OPEN	[Mail Sample - 05/09/1984 Speech on Central America (Early Response)]
OPEN	[Mail Sample] 05/13/1984-06/30/1984 (1)-(5)
OPEN	[Mail Sample] 07/01/1984-08/16/1984 (1)-(4)
OPEN	[Mail Sample] 08/12/1984-11/03/1984 (1)-(5)
OPEN	[Mail Sample] 01/01/1985-01/24/1985 (1)-(6)

Box 78

Status	Title
OPEN	[Mail Sample] 01/20/1985-02/28/1985 (1)-(6)
OPEN	[Mail Sample] 02/24/1985-04/01/1985 (1)(2)
OPEN	[Mail Sample] 04/02/1985-05/16/1985 (1)-(6)
OPEN	[Mail Sample] 05/17/1985-06/20/1985 (1)-(6)

Box 79

Status	Title
OPEN	[Mail Sample] 06/17/1985-08/08/1985 (1)-(4)
OPEN	[Mail Sample] 08/09/1985-09/05/1985 (1)-(6)
OPEN	[Mail Sample] 09/09/1985-10/31/1985 (1)-(6)
OPEN	[Mail Sample] 11/01/1985-12/07/1985 (1)(2)
OPEN	[Mail Sample] 01/2/1986-01/25/1986 (1)

Box 80

Status	Title
OPEN	[Mail Sample] 01/2/1986-01/25/1986 (2)-(3)
OPEN	[Mail Sample] 01/26/1986-02/27/1986 (1)(2)
OPEN	[Mail Sample 03/01/1986-04/05/1986] Freedom Fighters Support 1986 (1)-(3)
OPEN	[Mail Sample] 04/07/1986-05/10/1986 (1)-(3)
OPEN	[Mail Sample] 05/11/1986-07/03/1986 (1)-(3)
OPEN	[Mail Sample] 06/30/1986-08/22/1986 (1)(2)
OPEN	[Mail Sample] 08/05/1986 Report on Pornography (1)(2)
OPEN	[Mail Sample] 09/01/1986-11/01/1986 (1)-(3)

Box 81

Status	Title
OPEN	[Mail Sample] 11/01/1986-12/06/1986 (1)(2)
OPEN	[Mail Sample] 01/01/1987-01/31/1987 (1)-(5)
OPEN	[Mail Sample] 02/06/1987-03/19/1987 (1)(2)
OPEN	[Mail Sample] 03/16/1987-05/09/1987 (1)-(6)
OPEN	[Mail Sample] 05/11/1987-07/03/1987 (1)-(4)

Box 82

Status	Title
OPEN	[Mail Sample] 07/20/1987-09/24/1987 (1)(2)
OPEN	[Mail Sample] 09/21/1987-11/07/1987 (1)(2)
OPEN	[Mail Sample - ca: September 1987 - January 1988] (1)-(9)
OPEN	[Mail Sample - ca: September 1987 - January 1988 - Envelopes]
OPEN	SEE BOXES 91- 92 FOR 1988 MAIL SAMPLES

SERIES VII: CLASSIC LETTERS

This series consists of photocopies of incoming letters to the White House, collected by the correspondence office staff. Written by people of all ages, the letters vary a great deal in content, style and tone. Almost all are universally amusing, oftentimes unintentionally. The material is arranged chronologically.

Box 83

Status	Title
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OPEN	Classic Letters 1981 (1)-(3)
OPEN	Classic Letters 1982 (binder) (1)-(3)
OPEN	Classic Letters 1983 (binder) (1)(2)
OPEN	Classic Letters 1984 (binder) (1)(2)
OPEN	Classic Letters 1985 (binder)
OPEN	Classic Letters 1986 (binder) (1)(2)
OPEN	Classic Letters 1987 (1)-(4)
OPEN	Classic Letters 1988 (1)-(4)

SERIES VIII: SUCCESS LETTERS AND MESSAGES

This series consist of material collected by Anne Higgins' Office to show how the White House was able to successfully assist citizens in hardship situations, frequently caused by government agencies. These "success stories" were often shared with President Reagan via the weekly mail sample. It includes photocopies of both incoming and outgoing correspondence. The material is arranged chronologically.

Box 84

Status	Title
OPEN	Success Letters 1981 (Binder) (1)-(4)
OPEN	Success Letters 1982 (Binder) (1)-(8)
OPEN	[Success Letters 1982, Additional]
OPEN	Success Letters 1983 (Binder) (1)-(3)

Box 85

Status	Title
OPEN	Success Letters 1983 (Binder) (4)-(9)Success Letters 1984 (Binder) (1)-(9)

Box 86

Status	Title
OPEN	Success Letters 1985 (Binder) (1)-(9)
OPEN	Success Letters 1986 (Binder) (1)-(6)
OPEN	[Success Letters 1986, Additional]

Box 87

Status	Title
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OPEN	Success Letters 1987 (Binder) (1)-(8)
OPEN	Success Letters 1988 (Binder) (1)-(5)
OPEN	[Success Letters 1988, Additional]
OPEN	Presidential Messages Success File 1986 (Binder) (1)(2)

Box 88

Status	Title
OPEN	Presidential Messages Success File 1986 (Binder) (3)-(5)
OPEN	Presidential Messages Success File 1987 (Binder) (1)-(11)
OPEN	Presidential Messages Success File 1988 (Binder) (1)

Box 89

Status	Title
OPEN	Presidential Messages Success File 1988 (Binder) (2)-(4)

SERIES IX: MEMORANDA

This series consists of material relating to the operational concerns of the Correspondence Office, including the policies for handling mail. The material is arranged chronologically.

Box 89, cont.

Status	Title
OPEN	Inter-Office Memos 1981 (1)-(5)
OPEN	Inter-Office Memos 1982 (1)-(3)
OPEN	Inter-Office Memos 1983 (1)(2)
OPEN	Inter-Office Memos 1984

Box 90

Status	Title
OPEN	Inter-Office Memos 1985
OPEN	Recommended Telephone Calls 1982-1985 (1)(2)

SERIES X: COMMENTS OFFICE

This series consists of statistical reporting material from the Comments Office, summarizing the number and nature of telephone calls to the White House from the general public. The material includes monthly reports, and tally calls after a major address or press conference. The material is arranged chronologically.

Box 90, cont.

Status	Title
OPEN	Tax Proposal Comments 10/19/1985
OPEN	Comment Office - December 1985
OPEN	Comment Office - July 1986
OPEN	President's Speech on South Africa 07/22/1986
OPEN	Presidential Press Conference 08/12/1986
OPEN	Comment Office - September 1986
OPEN	President and Mrs. Reagan Talk on Drugs 09/14/1987
OPEN	Comment Office - October 1986
OPEN	President's Speech 10/13/1986
OPEN	Comment Office - November 1986
OPEN	President's Speech 11/13/1986 (Iran)
OPEN	Presidential Press Conference 11/19/1986
OPEN	Record of Calls Received by Comment Office after Presidential Speeches and Major Events - 1986
OPEN	Comment Office - January 1987
OPEN	Title X / State of the Union 01/28/1987
OPEN	Comment Office - February 1987
OPEN	Title X 02/09/1987
OPEN	Comment Office - March 1987
OPEN	President's Speech 03/04/1987
OPEN	Presidential Press Conference 03/19/1987
OPEN	Comment Office - April 1987
OPEN	Comment Office - May 1987
OPEN	Comment Office - June 1987
OPEN	President's Speech 06/15/1987
OPEN	Comment Office - July 1987
OPEN	North Senate Hearings 07/09/1987
OPEN	Comment Office - August 1987
OPEN	President's Speech 08/12/1987
OPEN	Comment Office - January 1988
OPEN	Presidential Press Conference 02/24/1988

Status	Title
OPEN	Comment Office - June 1988
OPEN	Comment Office - August 1988
OPEN	Mail and Phone Book 1985 [1981-1986] (Binder) (1)-(6)

Box 91

Status	Title
OPEN	Mail and Phone Book 1985 [1981-1986] (Binder) (7)-(9)
OPEN	Greetings Office - Too Late to File

SERIES XI: MAIL VOLUME REPORTS

This series consists of material relating to the volume, content and analysis of incoming mail to the White House. Included here are what appear to be copies of mail samples, labeled Mail Volume Reports. In fact this set completes the 1988 mail samples missing from that series (SERIES VI). It is unknown at the time of processing why this material was labeled and housed here. The material is arranged chronologically.

Box 91, cont.

Status	Title
OPEN	Mail Volume Reports 1981-1988 (Binder) (1)-(8)
OPEN	Mail Volume Report 11/01/1985-12/07/1985 [Mail Sample]
OPEN	Mail Volume Report 05/11/1986-07/03/1986 [Mail Sample]
OPEN	Mail Volume Report 06/30/1986-08/22/1986 [Mail Sample]
OPEN	Mail Volume Report 11/01/1986-12/06/1986 [Mail Sample]
OPEN	Mail Volume Report 03/16/1987-05/09/1987 [Mail Sample]
OPEN	Mail Volume Report 09/21/1987-11/07/1987 [Mail Sample]
OPEN	Mail Volume Report 12/21/1987-01/30/1988 [Mail Sample]
OPEN	Mail Volume Report 01/30/1988-03/19/1988 [Mail Sample]

Box 92

Status	Title
OPEN	Mail Volume Report 03/26/1988-05/12/1988 [Mail Sample]
OPEN	Mail Volume Report 05/09/1988-06/11/1988 [Mail Sample]
OPEN	Mail Volume Report 06/22/1988-08/08/1988 [Mail Sample]

Status	Title
OPEN	Mail Volume Report 08/08/1988-10/20/1988 (1)(2) [Mail Sample]
OPEN	Mail Volume Report 11/07/1988-12/10/1988 (1)(2) [Mail Sample]

SERIES XII: SUBJECT FILE

, Boxes 92-94)

This series consists of material relating to administrative functions of the Office of Correspondence and the Director of the Office; various issues and projects. The material is arranged alphabetically.

Box 92, cont.

Status	Title
OPEN	[Congressional Conservative Democratic Forum]
OPEN	Correspondence Analysis - Mail Volume and Disposition 1987 (Binder) (1)-(4)
OPEN / DIGITIZED	Daniloff, Nicholas
OPEN	[Darling Anniversary Card - Congressman Schulze]
OPEN	First Lady's Correspondence
OPEN	[Foreign Language Week]

Box 93

Status	Title
OPEN	"Hyde" Book [topical guide to RR positions, F-R, 1981] (1)-(8)
OPEN	Inaugural Address 1981
OPEN	Incoming Correspondence January 1989 - Too Late to File
OPEN	[Index to Unknown Mail Volume Report]
OPEN	Interpac/Text Manual (Binder) (1)(2)
OPEN	Lincoln Day Message 1981
OPEN	[Major Issues - Weekly Final Tally Report Totals, 1981] (1)-(4)
OPEN	[Major Issues - Weekly Final Tally Report Totals, 1982] (1)(2)

Box 94

Status	Title
OPEN	[Mail Sample - "This is Your Life" (personal info about RR from old friends)]
OPEN	Major Issues 01/01/1988-06/30/1988 (Binder) (1)-(3)
OPEN	Munn, James [Hijacking of T.W.A. 847]
OPEN	National Nurses Week 1988
OPEN	Olson, Carl [Interagency Task Force report on Western Lending to Soviet Bloc et. al.]
OPEN	Photos - President, Cabinet
OPEN	Pornography Task Force Correspondence (1)-(2)
OPEN	Presidential Message to Recipients of the "Leaders of Readers Recognition Awards"
OPEN	Proclamation Deadlines
OPEN	[Reagan 1980 Campaign Material]
OPEN	[Requests for Office Assistance 1983] (1)(2)
OPEN	St. Patrick's Day Message 1981
OPEN	St. Vincent Hospital - Proposed Visit
OPEN	Telegrams re: U.S. Bombing of Libyan Targets 04/14/1986
OPEN	US Magazine re: Organ Transplants
OPEN	Year End Figures Report 1986 (1)-(3)
OPEN	Year-End Mail Report 1985

SERIES XIII: GRENADA STUDENTS VISIT TO THE WHITE HOUSE

(1.2 l. ft., Boxes 95-98)

This series consists of material relating to the 1983 visit to the White House by Grenada students. These students were attending St. George's Medical School in Grenada at the time of the U.S. invasion of the island. They were rescued and transported back to the U.S. by the U.S. military. The material is arranged by year, and alphabetically there under.

Box 95

Status	Title
OPEN	Grenada Students (1)(2)[Grenada Students - List] (1)(2)

Status	Title
OPEN	[Grenada Students - Visit to White House] (1)-(6)
OPEN	[Grenada Students - Visit to White House - Problems and Call Backs] (1)(2)
OPEN	[Grenada Students] - President Has Seen (1)(2)
OPEN	Grenada General Correspondence 1983-A
OPEN	Grenada General Correspondence 1983-B (1)(2)
OPEN	Grenada General Correspondence 1983-C

Box 96

Status	Title
OPEN	Grenada General Correspondence 1983-D
OPEN	Grenada General Correspondence 1983-E
OPEN	Grenada General Correspondence 1983-F
OPEN	Grenada General Correspondence 1983-G (1)(2)
OPEN	Grenada General Correspondence 1983-H
OPEN	Grenada General Correspondence 1983-I,J
OPEN	Grenada General Correspondence 1983-K
OPEN	Grenada General Correspondence 1983-L
OPEN	Grenada General Correspondence 1983-M (1)(2)
OPEN	Grenada General Correspondence 1983-N,O
OPEN	Grenada General Correspondence 1983-P
OPEN	Grenada General Correspondence 1983-R
OPEN	Grenada General Correspondence 1983-S (1)-(3)
OPEN	Grenada General Correspondence 1983-T
OPEN	Grenada General Correspondence 1983-U,V
OPEN	Grenada General Correspondence 1983-W
OPEN	Grenada General Correspondence 1983-Z
OPEN	Grenada General Correspondence 1984-A,B
OPEN	Grenada General Correspondence 1984-C,D

Box 97

Status	Title
OPEN	Grenada General Correspondence 1984-F
OPEN	Grenada General Correspondence 1984-G

Status	Title
OPEN	Grenada General Correspondence 1984-H
OPEN	Grenada General Correspondence 1984-J,K
OPEN	Grenada General Correspondence 1984-L
OPEN	Grenada General Correspondence 1984-M
OPEN	Grenada General Correspondence 1984-N,O
OPEN	Grenada General Correspondence 1984-P,R
OPEN	Grenada General Correspondence 1984-S,T
OPEN	Grenada General Correspondence 1984-W,X,Y,Z

Box 98

Status	Title
OPEN	Grenada Press Clippings