

Dec 13

March 2, 1998

MEMORANDUM

TO: Melann Verveer
FROM: George Stevens, Jr.
RE: *Christmas in Washington 1998*

I wanted to write early to advise you of the date for *Christmas in Washington* this year. The date will be Sunday, December 13.

We very much hope that the President and Mrs. Clinton will participate again this year. Once again, Children's Hospital will be the beneficiary of the event and NBC will broadcast the concert.

We would propose the same time as last year which is that the President and First Lady arrive at the National Building Museum at 5:30 p.m. to meet the artists with the concert beginning at 6:00 p.m. and ending at 7:00 p.m.

I would be very grateful, Melann, if you could confirm their participation and place this date on their calendars.

When we get closer to the time, we can discuss the possibility of a White House taping in the same spirit as last year's.

I look forward to hearing from you. (202-416-7960)

GS:dmc

