

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name _____

Title _____
(use official title only)

Office _____

Telephone Extension _____

No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

Seal NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval : _____

Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name _____

Title _____
(use official title only)

Office _____

Telephone Extension _____

No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

Seal NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval : _____
Head of Office

_____ White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name _____

Title _____
(use official title only)

Office _____

Telephone Extension _____

No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

Seal NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval : _____

Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name _____

Title _____
(use official title only)

Office _____

Telephone Extension _____

No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

 NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval : _____

Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name _____

Title _____
(use official title only)

Office _____

Telephone Extension _____

No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

 Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval : _____
Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name _____

Title _____
(use official title only)

Office _____

Telephone Extension _____

No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

Seal NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval : _____
Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name _____

Title _____
(use official title only)

Office _____

Telephone Extension _____

No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

 NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval : _____
Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name _____

Title _____
(use official title only)

Office _____

Telephone Extension _____

No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval : _____
Head of Office

White House Administrative Office

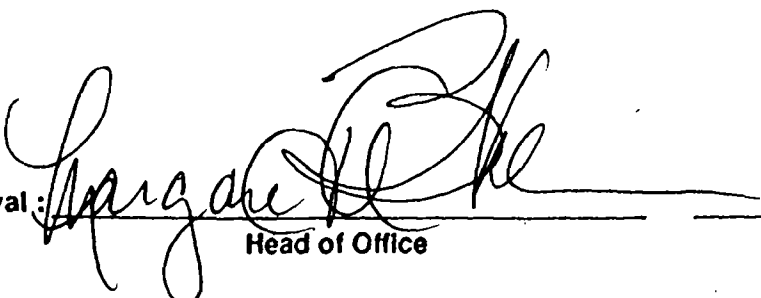
THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Nicole Rabner
Title Special Assistant to The Deputy Chief ~~for Policy~~ of Staff
(use official title only)
Office Office of The First Lady
Telephone Extension 456 - 6266
No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOP

Approval: 
Head of Office
White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Alice J. Pushkar
Title Director
(use official title only)
Office Office of First Lady's Correspondence
Telephone Extension 202/456-2941
No. of copies to be Ordered 250
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval :

Margaret A. Zeile
Head of Office

White House Administrative Office

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Stacey L. Roth

Title Deputy Director
(use official title only)

Office Office of First Lady's Correspondence

Telephone Extension (202) 456-5956

No. of copies to be Ordered 250
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval

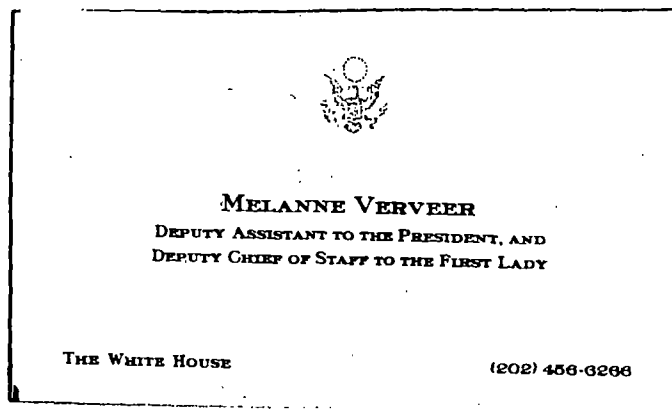
Margaret A. Hill
Head of Office

White House Administrative Office

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Melanne Verveer
Title Deputy Assistant to the President and Deputy Chief of
(use official title only) Staff to the First Lady
Office _____
Telephone Extension 202-456-6266
No. of copies to be Ordered 500
(orders of 100, 250, 500, 1,000 only)



Return to: White House
Administrative Office
Room 1, OEOB

Approval: Evelyn S. Luel
Head of Office

White House Administrative Office

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Evan Ryan
Title Office Manager
(use official title only)
Office Office of the First Lady
Telephone Extension 202-456-6266
No. of copies to be Ordered 250
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval: Emelyn S. Lued
Head of Office

White House Administrative Office

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name HELEN H DICKEY
STAFF
Title ASSISTANT TO THE SOCIAL SECRETARY
(use official title only)
Office SOCIAL OFFICE, EAST WING, 200
Telephone Extension 202-456-7136
No. of copies to be Ordered 1,000
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOP

Approval : Margaret Shille
Head of Office

White House Administrative Office

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Farnsworth Sarah V Ryan
Title (no title, please)
(use official title only)
Office Office of the Social Secretary
Telephone Extension (202) 456-7136
No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOP

Approval: Maggie Williams _____
Head of Office White House Administrative Office

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Karen R. Guss

Title Policy Analyst
(use official title only)

Office Office of the First Lady

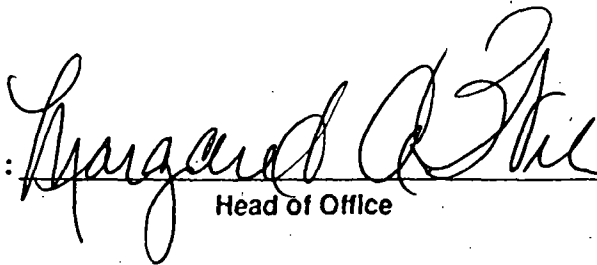
Telephone Extension 456-6266

No. of copies to be Ordered 100
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval:



Head of Office

White House Administrative Office

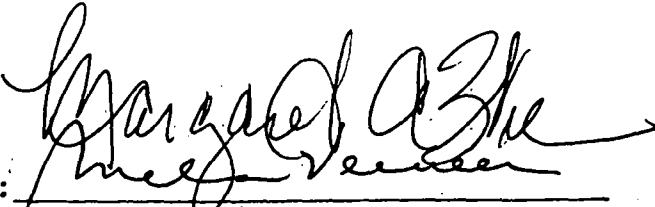
THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Nicole Rabner
Title Assistant to the Deputy Chief of Staff
(use official title only)
Office Office of the First Lady
Telephone Extension 456-6266
No. of copies to be Ordered 500
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval: 
Head of Office

White House Administrative Office

Melanne Verveer
Deputy Chief of Staff
Office of the First Lady

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Karen Elizabeth Finney
Title Deputy Press Secretary
(use official title only)
Office Office of the First Lady
Telephone Extension X. 2960 (456)
~~500~~ 100
No. of copies to be Ordered 100
(orders of 100, 250, 500, 1,000 only)

Sent 40
Admin
on 6/25

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOP

Approval

[Signature]
Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name ^B JOYCE BONNETT

Title ~~SPECIAL~~ ASSISTANT TO THE SOCIAL SECRETARY
(use official title only)

Office THE WHITE HOUSE

Telephone Extension 202-456-7136

No. of copies to be Ordered 1000.
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOP

Approval : Margaret Bill
Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Ann McCoy
Title Deputy Social Secretary
(use official title only)
Office (~~Social Office, F-100~~) *Not on card*
Telephone Extension 202-456-7136
No. of copies to be Ordered 1000
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

03 MAR 17 PM 4:48

Return to: White House
Administrative Office
Room 1, OEOB

Approval: Margaret Hill
Head of Office

White House Administrative Office

✓

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Ann S. Stock

Title Social Secretary
(use official title only)

Office The White House

Telephone Extension 202/456-7136

No. of copies to be Ordered 1,000
(orders of 100, 250, 500, 1,000 only)

Seal NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOP

Approval : Margaret Hill _____
Head of Office White House Administrative Office

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name CAPRICIA PENAVIC MARSHALL

Title SPECIAL ASSISTANT TO THE FIRST LADY
(use official title only)
Office of the First Lady

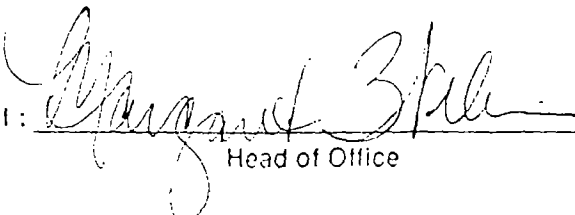
Office ~~FIRST LADY'S OFFICE EAST WING ROOM 204~~

Telephone Extension x 7064

No. of copies to be Ordered 250
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOb

Approval: 
Head of Office

White House Administrative Office

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name G. Neel Lattimore
Title Deputy Press Secretary
(use official title only)
Office Office of The First Lady
Telephone Extension 202-456-2960
No. of copies to be Ordered 500
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval: Margaret Hillier Head of Office
Margaret White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Anne Bartley
Title Assistant to the Deputy Chief of Staff
(use official title only)
Office Office of the First Lady
Telephone Extension 456-6266
No. of copies to be Ordered 250
(orders of 100, 250, 500, 1,000 only)

Seal Anne Bartley Assistant to the Deputy Chief of Staff TITLE Office of the First Lady	
The White House	456-6266 Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval : Margaret A. Sullivan
Head of Office White House Administrative Office

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

*Submitted
2/8*

Name

needs to be changed

Anne Bartley

Title

Special Projects Director
(use official title only)

Office

Office of the First Lady

Telephone Extension

456-6266

No. of copies to be Ordered

250
(orders of 100, 250, 500, 1,000 only)

Diagram of a business card layout:

- Seal
- NAME
- TITLE
- The White House
- Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval :

Diane A. Lino

Head of Office

White House Administrative Office

THE WHITE HOUSE

WASHINGTON

March 2, 1993

MEMORANDUM FOR DIANE LIMO

FROM: BETTY UBBENS *BU*

SUBJECT: Business Cards

Your request for business cards has been approved. The order will be placed upon receipt of your check. The check should be made payable to Bethesda Engravers, in the amount of \$ 74.75.

Please forward your check to me in Room 1, EOB. The cards will be forwarded to you upon receipt from the Engraver in approximately three (3) weeks.

Diane Limo
Phone 301 680-9262
11600 Stewart Lane, #303
Silver Spring, MD 20904

March 3, 1993 776
50-947
219

Pay to the order of *Bethesda Engravers* \$ *74.75*
Seventy four & 75/100 Dollars

TO:  Budget Federal Credit Union 2540
c/o Office of Management and Budget
Washington, D.C. 20503

Payable through Chase Manhattan Bank, N.A. New Hyde Park, NY

For business cards *Diane Limo*

⑆021909478191930000047215⑈0776

THE WHITE HOUSE

WASHINGTON

March 2, 1993

MEMORANDUM FOR DIANE LIMO

FROM: BETTY UBBENS *BU*

SUBJECT: Business Cards

Your request for business cards has been approved. The order will be placed upon receipt of your check. The check should be made payable to Bethesda Engravers, in the amount of \$74.75.

Please forward your check to me in Room 1, EOB. The cards will be forwarded to you upon receipt from the Engraver in approximately three (3) weeks.

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Diane G. Limo
Title Special Assistant
(use official title only)
Office Office of the First Lady
Telephone Extension X6266
No. of copies to be Ordered ~~1000~~ 250
(orders of 100, 250, 500, 1,000 only)

	
NAME TITLE	Diane G. Limo Office of the First Lady Special Assistant
The White House	Phone No. (202) 456-6266

0.0

7.5*

5.0

37.5*

37.50+

37.25+

74.75*

Return to: White House
Administrative Office
Room 1, OEOB

MAR 1 1993
P4:26

Approval

Head of Office

White House Administrative Office

3/2/93

✓

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

93 FEB 5 P3:53

Name Margaret A. Williams

Title Assistant to the President and Chief of Staff to the First Lady
(use official title only)

Office Office of the First Lady

Telephone Extension 6266

No. of copies to be Ordered 500
(orders of 100, 250, 500, 1,000 only)

Seal Margaret A. Williams NAME TITLE Assistant to the President, and Chief of Staff to the First Lady 202/456-6266 Phone No. The White House	
--	--

Return to: White House
Administrative Office
Room 1, OEOB

Approval : Margaret A. Williams Bu 2/8
Head of Office White House Administrative Office

✓

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name MELANNE VERVEER

Title DEPUTY ASSISTANT to the PRESIDENT
and DEPUTY CHIEF OF (use official title only) STAFF ~~ASSISTANT~~ TO THE
FIRST LADY

Office WHITE HOUSE

Telephone Extension 456 - 6266

No. of copies to be Ordered 500
(orders of 100, 250, 500, 1,000 only)

Seal NAME Melanne Verveer TITLE Deputy Assistant to the President, and Deputy Chief of Staff to the First Lady	
The White House	Phone No. (202) 456-6266

Return to: White House
Administrative Office
Room 1, OEOB

Approval: Margaret A. Williams Bu 2/8
Head of Office White House Administrative Office

THE WHITE HOUSE
REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

93 FEB 8 P2:56

Name Patti Solis
Title Special Assistant to the President + Director of Scheduling
(use official title only) for the First Lady
Office White House
Telephone Extension (202) 456-7560
No. of copies to be Ordered ~~250~~ 500
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval : Margaret A. Stilleen
Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name LISA M. CAPUTO
DEPUTY ASSISTANT TO THE PRESIDENT
AND
Title PRESS SECRETARY TO THE FIRST LADY
(use official title only)

Office OFFICE OF THE FIRST LADY

Telephone Extension 456-3960

No. of copies to be Ordered 500
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval: 
Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name KIMBERLY B. WIDDESS

Title EXECUTIVE ASSISTANT to the SOCIAL SECRETARY
(use official title only)

Office _____

Telephone Extension (202) 456-7136

No. of copies to be Ordered 250
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval: 
Margaret K. Stoebe 1/18/96

Head of Office

White House Administrative Office

\$750 per line
(will be 5-6 lines)

100 cards	-	\$250
250 "	-	\$3525
500 "	-	\$4975
1000 "	-	\$7525

\$30-\$40 for plate

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name _____

Title _____
(use official title only)

Office _____

Telephone Extension _____

No. of copies to be Ordered _____
(orders of 100, 250, 500, 1,000 only)

6 lines
\$7.50 per line

Assis

Seal

Margaret A. Williams
NAME
Asst. to the President &
TITLE
Chief of Staff to the
First Lady

The White House Phone No.

3 7.50
45.00
21.50
40.00
106.50

100 cards
250 " 27.50
500 " 35.25
1000 " 49.25
75.25

\$ 30-40

Return to: White House
Administrative Office
Room 1, OEOB

Approval : _____

Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Evelyn S. Lieberman

Title Assistant to the Chief of Staff to The First Lady
(use official title only)

Office First Lady

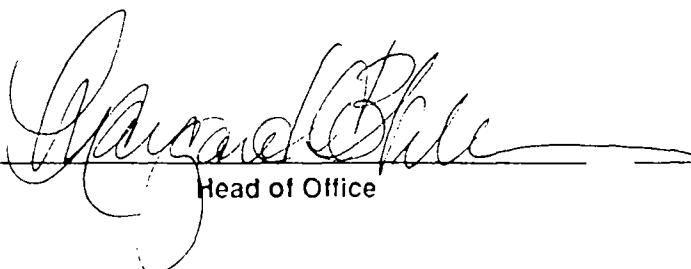
Telephone Extension 6266

No. of copies to be Ordered 250
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval :


Head of Office

White House Administrative Office

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

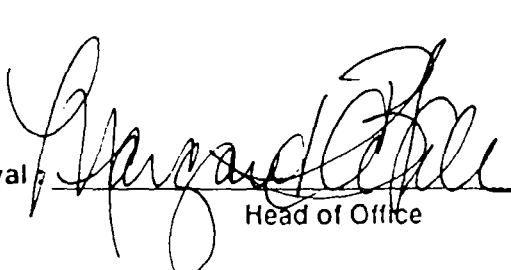
Note: The cost of business cards are a PERSONAL expense.

Name Diane G. Limo
Title Special Assistant
(use official title only)
Office Office of the First Lady
Telephone Extension X6266
No. of copies to be Ordered ~~100~~ 250
(orders of 100, 250, 500, 1,000 only)

			
NAME	Diane G. Limo		
TITLE	Office of the First Lady Special Assistant		
The White House		Phone No. (202) 456-6266	

Return to: White House
Administrative Office
Room 1, OEOB

Approval


Head of Office

White House Administrative Office

ONE

THE WHITE HOUSE

WASHINGTON

February 9, 1993

MEMORANDUM FOR MARGARET A. WILLIAMS

FROM: BETTY UBBENS *BU*

SUBJECT: Business Cards

Your request for business cards has been approved. The order will be placed upon receipt of your check. The check should be made payable to Bethesda Engravers, in the amount of \$ 87.25.

Please forward your check to me in Room 1, EOB. The cards will be forwarded to you upon receipt from the Engraver in approximately three (3) weeks.

2-9-93 ^{mw} 101
75-148/918
845

 MARGARET A. WILLIAMS
2230 CALIFORNIA ST., N.W.
WASHINGTON, D.C. 20008

PAY TO THE ORDER OF Bethesda Engravers \$ 87.25

Eighty-seven dollars and 25/100 DOLLARS

TO:  Business Cards

Margaret A. Williams

PURPOSE Business Cards

1:0919014801845000113770010101

THE WHITE HOUSE REQUEST FOR BUSINESS CARDS

Note: The cost of business cards are a PERSONAL expense.

Name Jennifer Klein

Title Sr. Policy Analyst
(use official title only)

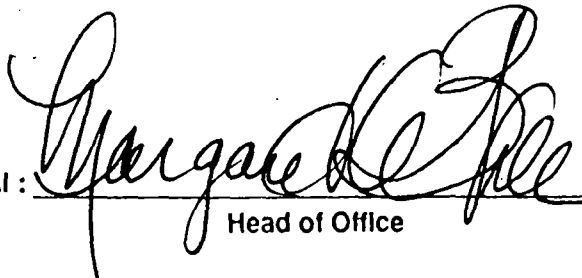
Office Domestic Policy

Telephone Extension 456-2599

No. of copies to be Ordered 250
(orders of 100, 250, 500, 1,000 only)

Seal	
NAME TITLE	
The White House	Phone No.

Return to: White House
Administrative Office
Room 1, OEOB

Approval: 
Head of Office White House Administrative Office