

25 August 1966

NOTE FOR: Mr. Duckett

SUBJECT : Farewell Party for ADW

1. The following provides the essential information about Bud's farewell party:

Date: 24 September  
Time: 1830 - 2130  
Place: Army Navy Club downtown  
Room: Washington Suite  
Capacity: 150 people (minimum guarantee) Room can be expanded to three suites if necessary and can, therefore, accommodate our needs.  
\*Cost: \$4.50 per person (cash-bar arrangement)

\* The price of \$4.50 allows a margin of 75¢ per person for the gift, invited guests, flowers for Nancy, decorations, etc. Gratuities are covered in the set price of \$3.75 per person.

2. Perhaps when you mention this to the Office Heads you might ask for an indication as soon as possible as to the number they anticipate will attend from their respective offices. I have confirmed the reservation of the room with the Army Navy Club after our conversation today.

25X1A