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WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name PRESIDENT, OFFICE OF THE: PRESIDENTIAL BRIEFING PAPERS

Withdrawer

RBW 12/13/2007

File Folder 12/05/1981 (CASEFILE 051414)

FOIA

S07-0077/01

Box Number

53

DOC NO	Doc Type	Document Description	No of Pages	Doc Date	Restrictions
1	DIAGRAM	OF PRESIDENTIAL SEATING BOX	1	12/4/1981	B2 B7(E)

Freedom of Information Act - [5 U.S.C. 552(b)]

- B-1 National security classified information [(b)(1) of the FOIA]
- B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- B-3 Release would violate a Federal statute [(b)(3) of the FOIA]
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C. Closed in accordance with restrictions contained in donor's deed of gift.

FOR

WHITE HOUSE
OFFICE OF RECORDS MANAGEMENT
WORKSHEET

- X - MEDIA
- H - INTERNAL

Name of Document: BRIEFING PAPERS FOR
PRESIDENT'S SCHEDULED
APPOINTMENTS FOR DEC 05 81

Subject Codes:
PR 007.01

Subject:
1. List of invitees for screening
of movie "REDS"

AR

2. Schedule of events for Kennedy
Center Honors Reception

ROUTE TO:

ACTION

DISPOSITION

Office/Agency (Staff Name)	Action Code	Tracking Date YY/MM/DD	Type of Response	Completion Date YY/MM/DD
<u>RMMATT</u>	<u>RSZ</u>	<u>8/12/14</u>		<u>8/12/14</u>

Referral Note: _____

THE WHITE HOUSE

WASHINGTON

THE PRESIDENT'S SCHEDULE
Saturday, December 5, 1981

12:00 m	<u>Private Luncheon</u>	Residence
2:00 pm	<u>The President and Mrs. Reagan will host a movie</u>	Family Theater
	(TAB A - participants)	

Sunday, December 6, 1981

11:00 am	<u>The President and Mrs. Reagan will be photographed for Time</u>	Solarium Residence
<i>2:00</i>	<i>all time</i>	
4:15 pm	<u>Photo with Social Aides</u>	Residence
5:30 pm (60 min)	<u>The President and Mrs. Reagan will host W H Reception preceding Kennedy Center Honors Gala</u> (Black Tie)	Residence (TAB B) (draft remarks attached separately)
7:45 pm	<u>The President and Mrs. Reagan depart for Kennedy Center to attend Honors Gala</u> (Black Tie)	South Grounds (TAB C)

PRESS LIST

FOR EVENT: SCREENING OF "REDS"

NAME

NAME

Movie - REDS

Saturday, Dec. 5 at 2 pm

SW Gate

contact: x7064/7788

THE PRESIDENT & MRS. REAGAN

Beatty, Warren (Mr.)

Canzeri, Joseph W. (Hon.)

Crosby, Kenneth (Mr.)

Crosby, Kenneth (Mrs.)

Davis, Donald (Mr.)

Deaver, Michael (Hon.)

Deaver, Michael (Mrs.)

Deutsch, Armand (Mr.)

Deutsch, Armand (Mrs.)

Graber, Ted (Mr.)

Jorgensen, Earle (Mr.)

Jorgensen, Earle (Mrs.)

Keaton, Diane (Ms.)

Keith, Lady Nancy

Meehan, Kay (Mrs.)

Michel, Laurie (Miss)

Michel, Robert H. (Mrs.)

Phillips, Laughlin (Mr.)

Phillips, Laughlin (Mrs.)

Rosenson, Elizabeth

Six, Robert (Mr.)

Six, Robert (Mrs.)

Smith, Hedrick (Mr.)

Stein, Betty (Ms.)

Tate, William (Mr.)

Tate, William (Mrs.)

Wallace, Chris (Mr.)

Wallace, Chris (Mrs.)

Wrather, Jack (Mr.)

Wrather, Jack (Mrs.)

B

SEQUENCE OF EVENTS
Kennedy Center Honors Reception
December 6, 1981
5:30 p.m.

FROM: MUFFIE BRANDON

Muffie Brandon

- 5:00 p.m. Guests begin to arrive the Diplomatic Reception Room and are ushered up the Grand Staircase and into the State Dining Room where there will be an open bar and hot and cold hors d'oeuvres. An Aide must announce each guest into the lower Cross Hall for the press.
- 5:20 p.m. Social Aides prepare guests to begin the receiving line in the State Dining Room. As many guests as possible should be in the State Dining Room, with remaining guests in the Cross Hall.
- 5:30 p.m. PRESIDENT AND MRS. REAGAN arrive on the State Floor and proceed directly to the Blue Room via the Red Room. They take their places in front of the window for the receiving line.
- As soon as the PRESIDENT AND MRS. REAGAN are in place, Social Aides start the guests out of the State Dining Room, through the Red Room, into the Blue Room to meet the PRESIDENT AND MRS. REAGAN, in front of the fireplace and around the Christmas tree, and out the Blue Room door into the Cross Hall. Guests are then ushered into the East Room to take their seats.
- After all 200 seats are filled in the East Room, Social Aides will then usher the remaining 200 guests through the middle door to the East Room, around the back row of chairs, to stand along the north and south walls. There should be 100 standing along both walls.
- Twenty members of the press will be ushered in to be the first row of people standing on the north side of the room.
- The Vice President and Mrs. Bush will be arriving the North Portico at 5:30 p.m. The Vice President and Mrs. Bush will join the honorees in the Green Room at 6:00 p.m.

- 5:30 p.m.
cont. The Social Aides will escort the following individuals into the Green Room as they come off of the receiving line:
- Mrs. Evangeline Bruce
Dr. and Mrs. James Cheek
Secretary and Mrs. Alexander Haig
Mr. William Paley
Miss Leontyne Price
Miss Sarah Vaughan
Mr. William Warfield
- 5:50 p.m. As the honorees and spouses arrive the North Portico, they are escorted into the Green Room. A Social Aide shall be assigned to each of the honorees.
- The honorees are as follows:
- Mr. William Count Basie
Mr. Cary Grant
Miss Helen Hayes
Mr. Jerome Robbins
Mr. Rudolf Serkin
- 6:05 p.m. All individuals other than honorees and their spouses will be escorted from the Green Room to reserved seats in the East Room.
- 6:10 p.m. The PRESIDENT AND MRS. REAGAN will be escorted into the Green Room from the Blue Room as soon as the receiving line has terminated. They will greet the honorees and their spouses briefly and be photographed with them by one T.V. crew.
- Social Aides should then escort all spouses of honorees out of the Green Room and seat them in their reserved seats in the East Room.
- 6:15 p.m. PRESIDENT AND MRS. REAGAN will escort the honorees out into the Cross Hall.
- The honorees will be announced into the East Room and will take their places on the platform.
- 6:18 p.m. PRESIDENT AND MRS. REAGAN will be announced into the East Room and will join the honorees on the platform for congratulatory remarks.

6:30 p.m. PRESIDENT AND MRS. REAGAN depart the East Room and proceed down the Cross Hall to the Residence via the elevator.

Social Aides must join spouses of the honorees seated in the first row with the honorees before they depart the North Portico. A Social Aide will ride to the Kennedy Center with each of the honorees and will attend them throughout the evening.

6:45 p.m. All guests will depart for the Kennedy Center. Most will depart by bus out the Diplomatic Reception Room.

c

THE WHITE HOUSE

WASHINGTON

SCHEDULE OF THE PRESIDENT

SUNDAY, DECEMBER 6, 1981

EVENT: Kennedy Center Honors Gala

DRESS: Black Tie

WEATHER: Mid 30's; 20% Chance of Precipitation

7:45 p.m. Depart White House. Drive time: 5 mins.

7:50 p.m. Arrive Kennedy Center. Proceed to Presidential Box
Ante Room and join Box guests:

Sen. Howard Baker
Mrs. Baker
Mr. William Paley
Mrs. David Bruce

7:57 p.m. Guests take their seats.

Announcement (by off-stage M.C.)

7:59 p.m. Proceed into Box and take seats.

8:00 p.m. Performance begins.

NOTE: There will be one 20-minute
intermission. Remain in Ante Room
with guests.

NOTE: Performance is being taped for
broadcast in late December.

10:30 p.m. Performance concludes. Proceed to motorcade.

10:35 p.m. Depart Kennedy Center. Drive time: 5 mins.

10:40 p.m. Arrive White House.

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