

Robin Ingalls  
October 2, 1992

Acc 303 Special Events  
Nancy Vanada  
April, 1987 Box 1 of 3

PIERCE BOX 6255680

26 Folders

1. Founder's Day Invitation Samples 3/14/87
2. Founder's Day Program Samples 3/14/87
3. Founder's Day Handouts 3/14/87
4. Join the Committee Letter-Join The Committee letter Responses
5. Cohen Inauguration
6. Inaugural Academic Symposium: 4/24/87
7. Host/Hostess Committee
8. Gala Thank-You Letters Attending/Not Attending
9. Inaugural HDR Dinner: 4/24/87
10. Dr. Cohen's Lists (Include in Inauguration & Inaugural Ball
11. Completed Lists and Master List
12. Brochures, Master Guest List  
Decorations  
Ads/Invitations
13. Inaugural Employee Flyers
14. Inaugural Ceremony
15. Inaugural Employee Flyers
16. Tours/The Inauguration
17. Tent/Parking/Logistics, Etc. (Detail)
18. Inaugural Faculty, Student, Employee, Wine & Cheese: 4/24
19. Ridgewell Caterers
20. Inaugural Rooms - Franklin Plaza
21. Inaugural Gala Ball
22. Gala Tables
23. Inaugural Ad Book
24. Inaugural Press
25. Photography Inauguration
26. Inaugural Ball mailing Lists

Robin Ingalls  
October 2, 1992

Acc 303 Special Events  
Nancy Vonada; 4/87  
Box 2 of 3  
PIERCE BOX 6255681

31 Folders

1. Inaugural Printed Pieces
2. Academic /Inauguration  
Mailing/Regalia
3. Mailing Lists/Board of Corporators
4. Inaugural Mailing Lists
5. Program for Ceremony/and Ceremony
6. Academic Symposium Mailing Lists: need to be checked for dupe  
and added to master list
7. Invitation Addressing to Gala
8. Inaugural Ball and Inaugural Invitations sent to Politicians  
(and other biggies)
9. Invitation Samples
10. No title (Inaugural Ceremony Program, Guest Lists, Directions  
to MCP
11. Kinkos copiers
12. Working On/Concert
13. Inauguration 4/25/87
14. Academic Symposium
15. MCP folder-Academic Symposium
16. Student/Faculty/Employee Reception, 4:00-6:00, 4/24
17. Inaugural HDR Dinner
18. Inaugural HDR's
19. Inaugural Convocation
20. Inaugural Tours
21. Inaugural Thank-Yous
22. Souvenir Ad Book Reservations
23. Souvenir Ad Book-Solicitations and Response
24. Ad Book Mailing Lists
25. Souvenir Program Contracts (blanks)
26. Letters of Agreement Souvenir Program
27. (No title) Inauguration, Misc. Papers
28. Franklin Plaza Room Reservations re/Inaugural
29. Dubois/Hrs. Host/Hostess Committee
30. Inaugural Ad Book Monies/Replies 5761-01
31. Negative Responses to Ad Solicitations

Robin Ingalls  
9/14/92

Acc 303  
Special Events  
Nancy Vonada; 4/87

Percie BOX 6255679

Box 3

Folders

1. D. W. C, D.D.S. Vendor Solicitations
2. Fryman Vendor Solicitations
3. Brecht Vendor letters to Bd. of Corporators
4. No title (name & address cards)
5. Artwork for souvenir; Program Spiro's
6. Gen'l Vendor solicitations
7. Inaugural Ad Book/Vendors
8. Vendor Lists
9. Academic Symposium Expenses
10. MCP Family Reception Expenses
11. H.D. R. Dinner Expenses
12. Program Books Expenses A. Ceremony B. Gala
13. Inauguration Ceremony Expenses
14. Inaugural Gala Expenses
15. Cohen Inauguration Expenses
16. Inaugural Budget
17. **BINDER:**
  - Dr. Fay
  - Academy of Music
  - Platform
  - Bishop Ogilby
  - Dr. Slater
  - Regalia
  - Guest List Invitations
  - Program
  - Transportation
  - Publicity
  - Bills
  - Memos: CG, MF, RJS
  - Reception
  - Xerox Copies
  - Inauguration-Monday, April 13, 1981
- 2 Programs: The Inauguration of D. Walter Cohen, D.D.S. as President of the Medical College of Pennsylvania
- 2 Programs: The Medical College of PA Inaugural Gala
18. Inauguration
19. Inauguration #2