
Clinton Presidential Records Digital Records Marker

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This marker identifies the place of a tabbed divider. Given our digitization capabilities, we are sometimes unable to adequately scan such dividers. The title from the original document is indicated below.

Tours

Divider Title: _____



PostMaster

03/08/99 04:56:01 PM

Record Type: Record

To: All EOP Users, All USTR Users

cc:

Subject: Schedule of Upcoming Events in April

MEMORANDUM FOR ALL EOP PASSHOLDERS

FROM: Melinda N. Bates

Special Assistant to the President and Director, Visitors Office

SUBJECT: April 1999 Schedule

Please take note of the following events coming in April. A detailed memo for each event will be distributed at a later date:

Easter Egg Roll

The annual White House Easter Egg Roll is on Monday, April 5.

- All EOP staff will receive one invitation.
- Your one, personalized, timed ticket admits up to **4** people (passholder + 4), at least **one of whom must be age 3 - 6**. Tickets are sent in a separate mailing. Sorry, but to minimize waiting in the line, tickets are only honored at the time indicated.
- We regret that all interns and volunteers will not receive an invitation.

Spring Garden and House Tours

The annual White House Spring Garden and House Tours are scheduled on:

Saturday, April 17	9 a.m. to 12 noon and 2 p.m. to 5 p.m.
Sunday, April 18	1 p.m. to 5 p.m.

- There are no Congressional guided, group, or public self-guided tours on Saturday. **Special access is available for staff and their guests on both days.** All staff with hard passes that display the passholder picture are invited to bring up to **6 guests per day** for admittance at the times listed below (one hour after public access begins).

Saturday, April 17	<i>10 a.m. to 12 noon and 3 p.m. to 5 p.m.</i>
Sunday, April 18	<i>2 p.m. to 5 p.m.</i>

- Entry for the Garden Tour is **only** through the Visitor Entrance on East Executive Avenue. We regret that those with passes without a photo, and all intern, press, and volunteer passes, are unable to use this procedure.

White House Tour Closures

Due to official events, the White House will be closed to all tours on:

Thursday, April 8

Friday, April 23

Saturday, April 24

- Since there are no public tours, this means there are **no passholder** head-of-line privileges. There will be no Congressional ticketed tours, Members tours, group tours, or public tours on these days.

Please encourage your guests to **call the 24-hour tour information line** for the most up-to-date information (202-456-7041). You may call the passholder 24-hour information line at 6-2002.

THE WHITE HOUSE
WASHINGTON

February 17, 1999

MEMORANDUM

TO: **Members of Congress**
Attn: Tour Coordinator

FROM: Melinda N. Bates *MB*
Special Assistant to the President and Director, Visitors Office

RE: White House Spring Garden and House Tours

The annual White House **Spring Garden and House Tours** are scheduled on:

Saturday, April 17	9 a.m. to 12 noon and 2 p.m. to 5 p.m.
Sunday, April 18	1 p.m. to 5 p.m.

There are **no Congressional, Members, Group, or Public Tours** on Saturday, April 17. These tours are replaced by increased public access to the special garden tours.

The Garden and House Tours are open to the public during the hours listed above. **No tickets or reservations are used.** Entry is first-come, first-served. Visitors are admitted if in line by the ending times indicated. The line begins at the southeast gate, located at E Street and East Executive Avenue.

You may send an unlimited number of constituents, without tickets, during the Saturday and Sunday hours listed. These tours are very popular and, while lines may be long, they generally move quickly. Visitors should plan accordingly. We hope you will encourage your constituents and guests to take advantage of this special access to the White House grounds, gardens and State Floor.

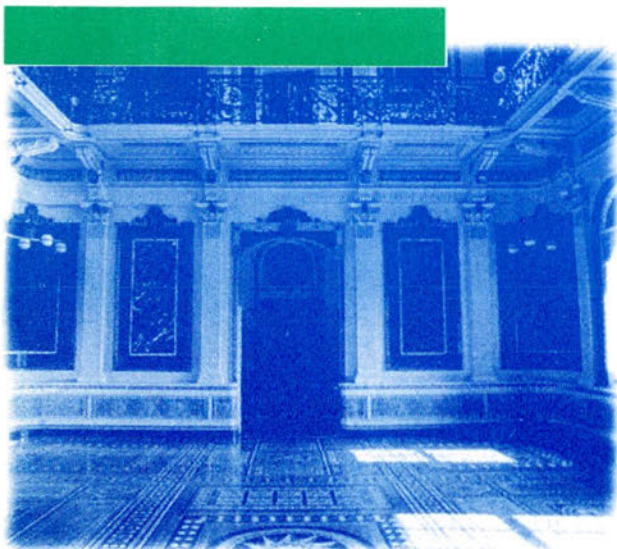
Visitors view the Jacqueline Kennedy Garden, South Lawn, Children's Garden, Rose Garden, and the State Floor rooms of the White House. Military bands entertain on the lawn. Photographs are permitted on the grounds, but not in the Rose Garden nor inside the White House. In case of inclement weather, the garden portion is canceled, but self-guided tours of the House continue.

The annual White House Fall Garden and House Tours are scheduled on October 9 and 10.

Information about White House tours and public events is always available on the Visitors Office **24-hour information recording, 202-456-7041.**

General Pershing at War Dept Offices, 1919

National Archives



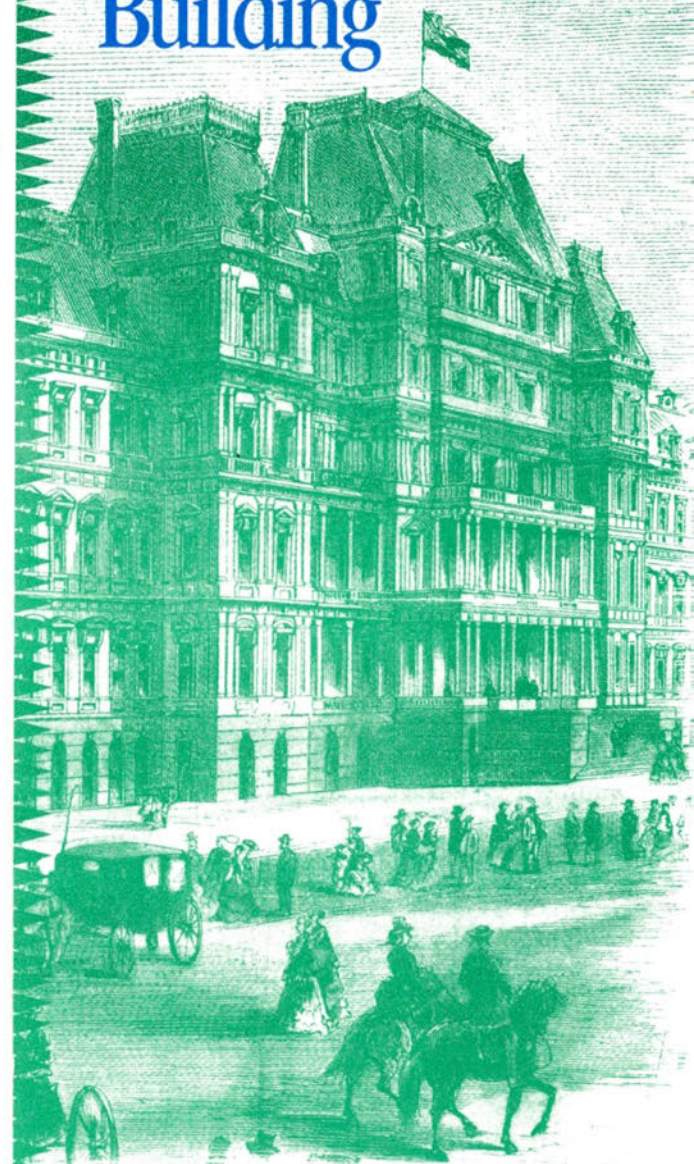
TOURS

Public tours are available on
Saturday mornings by advance reservation only.

To make reservations, please call the
Preservation Office on (202) 395-5895.

The Telecommunications Device for the
Deaf/ Teletypewriter (TDD/TTY) number is
(202) 395-9103. To the extent possible, use your
local TDD/TTY relay service. For long distance
and intercity calls requiring the intervention of a
relay agent, utilize the Federal Information Relay
Service (FIRS): 1-800-877-8339. Requests for
sign language interpreters and any other
disability-related accommodations should be made
within 2 weeks of the proposed visit. Alternative
formats of the brochure (e.g., braille) may be
requested. The building is wheelchair accessible.

The Old Executive Office Building



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF ADMINISTRATION

In December of 1869 Congress appointed a commission to select a site and prepare plans and cost estimates for a new State Department Building. The commission was also to consider possible arrangements for the War and Navy Departments. To the horror of those who expected a Greek Revival twin of the Treasury Building to be erected on the other side of the White House, the elaborate Second Empire design of Alfred Mullett was selected, and construction of a building to house all three departments began in June of 1871.

Construction took 17 years as the building slowly rose wing by wing. When the building was finished in 1888, it was the largest office building in Washington, with 4 1/2' granite walls, 16' ceilings, and over 550 offices. Almost all of the interior detail is of cast iron or plaster; the use of wood was minimized to insure fire safety. Monumental curving staircases of granite with over 4,000 individually cast bronze balusters are capped by four skylight domes and two stained glass rotundas. Today the Old State, War and Navy Building is known as the Old Executive Office Building.

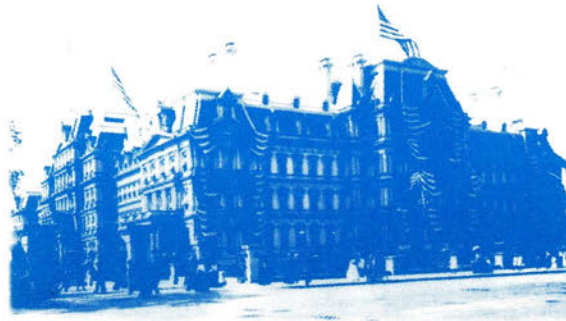


▲ South Wing Construction, June 1873
(Library of Congress)

The State War and Navy Building 1905 ►
(Library of Congress)

Many of our most celebrated national figures have participated in the historical events that have taken place within the OEOB's granite walls. Theodore and Franklin D. Roosevelt, William Howard Taft, Dwight D. Eisenhower, Lyndon B. Johnson, Gerald Ford, and George Bush all had offices in this building before becoming President. It has housed 16 Secretaries of the Navy, 21 Secretaries of War, and 24 Secretaries of State. Winston Churchill once walked its corridors and Japanese emissaries met here with Secretary of State Cordell Hull after the bombing of Pearl Harbor. President Herbert Hoover occupied the Secretary of Navy's office for a few months following a fire in the Oval Office on Christmas Eve, 1929. In recent history, Richard Nixon had a private office here while in office. Vice President Lyndon B. Johnson was the first in a succession of Vice Presidents to the present day that have had offices in the building.

Gradually the original tenants of the OEOB vacated the building—the Navy Department left in 1918 (except for the secretary who stayed until 1923), followed by the War Department in 1938, and finally by the State Department in 1947. The White House began to move some of its offices across West Executive Avenue in 1939, and in 1949 the building was turned over to the Executive Office of the President. The building continues to house various agencies that comprise the Executive Office of the President, such as the White House Office, the Office of the Vice President, the Office of Management and Budget, and the National Security Council.



The building was designated a National Historic Landmark in 1969. In 1972, it was listed on the National Register of Historic Places and the District of Columbia Inventory of Historic Sites.



Detail of mantelpiece from the
former office of the Secretary of State
(White House)

Since 1981, the Office of Administration of the Executive Office of the President has actively pursued a program, for the rehabilitation and restoration of the OEOB in cooperation with the General Services Administration. The entire structure has benefited from an upgraded maintenance program that has also included restoration of some of the OEOB's most spectacular historic interiors. In 1983, the Office of Administration Preservation Office was instituted to oversee this effort and to develop a comprehensive preservation program, which includes restoration, research, educational programs, public tour program, and the formulation of a master plan for the building's continued adaptive use.

In 1988 Congress enacted legislation to allow the Office of Administration to accept gifts and loans from the public on behalf of the OEOB to be used for preservation and restoration purposes. Persons interested in finding out more about the preservation program or in making a contribution should contact the Preservation Office.