



Smithsonian Institution Archives

## Publicity Records, 1988-1991

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## Collection Overview

<b>Repository:</b>	Smithsonian Institution Archives, Washington, D.C., <a href="mailto:osiaref@si.edu">osiaref@si.edu</a>
<b>Title:</b>	Publicity Records
<b>Identifier:</b>	Accession 96-092
<b>Date:</b>	1988-1991
<b>Extent:</b>	2 cu. ft. (2 record storage boxes)
<b>Creator::</b>	National Portrait Gallery. Office of Public Affairs
<b>Language:</b>	English

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession 96-092, National Portrait Gallery. Office of Public Affairs, Publicity Records

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## Descriptive Entry

This accession consists of records that document the work of the Office of Public Affairs in the National Portrait Gallery (NPG) from 1988 through 1990, and include a file of general press clippings from fiscal year 1991. The records describe many aspects of the Museum's publicity efforts, and include memoranda to Museum staff regarding publicity plans; lists of media contacts and correspondence with the media; press kits and press releases; and news clippings and reviews.

The records also document the planning and execution of Museum events such as unveilings, exhibition openings, receptions, dinners, and performances. Included are correspondence and memoranda regarding event planning; forms requesting horticulture and building services; correspondence and agreement with talent and caterers; invitations and guest lists; event programs; and contact sheets and photographs of the events.

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## Names and Subject Terms

This collection is indexed in the online catalog of the Smithsonian Institution under the following terms:

### Subjects:

- Art museums
- Museum exhibits
- Museums -- Press coverage
- Museums -- Public relations
- Special events

Types of Materials:

Black-and-white photographs  
Brochures  
Clippings  
Manuscripts

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## Container Listing

### Box 1

1988

- |            |  |
|------------|--|
| Box 1 of 2 | 1988 Special Events Forms  |
| Box 1 of 2 | 1988-1990 General Press Clippings  |
|            | Miscellaneous Presentations and Photos   |
| Box 1 of 2 | "The Artist's Mother" - March 1988   |
| Box 1 of 2 | "The Artist's Mother" - Press clippings and release  |
| Box 1 of 2 | "The Artist's Mother" - Reception (May 8)  |
| Box 1 of 2 | "The Artist's Mother" - Press correspondence   |
| Box 1 of 2 | Germantown Friends Alumni Reception - May 1988   |
| Box 1 of 2 | Gene Mantie farewell party - June 1988   |
| Box 1 of 2 | Luis-Gomez Acebo dinner - June 1988  |
| Box 1 of 2 | "Masterpieces of Gripsholm Castle" - Contributing Membership Reception - July 1988 Schedule of Exhibitions Release - August 1988 |
| Box 1 of 2 | Monroe Fabian Memorial Service - August 1988   |
|            | "The Instant Likeness: Polaroid Portraits"   |
| Box 1 of 2 | "The Instant Likeness: Polaroid Portraits" - Reception (September 1988)  |
| Box 1 of 2 | "The Instant Likeness: Polaroid Portraits" - Brochure, background and script   |
| Box 1 of 2 | "The Instant Likeness: Polaroid Portraits" - Press release   |
| Box 1 of 2 | "The Instant Likeness: Polaroid Portraits" - Press duplicates  |

Box 1 of 2 "Legacy of Light" press kit - International Center of Photography Polaroid Exhibition

Box 1 of 2 "The Instant Likeness: Polaroid Portraits" - NPG press kit

Box 1 of 2 Resident Associates Program Halloween party - October 1988

Box 1 of 2 United States Information Agency Culcon reception - October 1988

Box 1 of 2 Cultures in Motion - "Happy Birthday, Ms. Szold" - November 1988

Box 1 of 2 Copley Medals Dinner - November 1988

Box 1 of 2 Copley Medals Dinner - Caterers' bids

Box 1 of 2 Copley Medals Dinner - Invitation list and response

Box 1 of 2 Smithsonian Luncheon Group - November 1988

Box 1 of 2 Eleanor Dulles Living Self Portrait - November 1988

1989

Box 1 of 2 Recent Acquisitions on View - January 1989

Box 1 of 2 First Federal Congress: 1789-1791 Exhibit - March 1989

Box 1 of 2 First Federal Congress - Press Kit

Box 1 of 2 First Federal Congress - Duplicate Clips

Box 1 of 2 First Federal Congress - Advertising

Box 1 of 2 First Federal Congress - SI News Service Story and Cartoon

Box 1 of 2 First Federal Congress - Restricted List/Map of Exhibition

Box 1 of 2 First Federal Congress - Ribbon Cutting with Congress - March 1, 1989

Box 1 of 2 First Federal Congress - Event - March 1, 1989

Box 1 of 2 First Federal Congress - Invitation Lists

- Box 1 of 2 Isamu Noguchi Portrait Sculpture - April 1989 - Press Releases
- Box 1 of 2 Noguchi - Press Correspondence
- Box 1 of 2 Noguchi - Press Clippings
- Box 1 of 2 Noguchi - Event - May 1989
- Box 1 of 2 Noguchi - Event Forms
- Box 1 of 2 Daguerre Monument Unveiling - April 1989
- Box 1 of 2 Daguerre Unveiling File - Photos & Negatives
- Box 1 of 2 Daguerre Reception - April 1989
- Portraits of the American Law Exhibit - October 1989
- Box 1 of 2 Portraits of the American Law Exhibit - Press Info
- Box 1 of 2 Portraits of the American Law Exhibit - Press Correspondence
- Box 1 of 2 Portraits of the American Law Exhibit - Press Clippings
- Box 1 of 2 Portraits of the American Law Exhibit - Sponsors' Events - April 1989, November 1989, January 1990
- Box 1 of 2 Portraits of the American Law Exhibit - Contact Sheets, Negatives, and Photos
- Box 1 of 2 Portraits of the American Law Exhibit - Invitation Lists, Forms and programs - 10/89 event
- Box 2
- Irving Penn: Master Images - March 1990
- Box 2 of 2 Irving Penn - Press Kit Info
- Box 2 of 2 Irving Penn - Exhibition Clips
- Box 2 of 2 Irving Penn - Invitation Lists

Box 2 of 2 Irving Penn - Forms, Menu, Photos

Oliphant's Presidents: Twenty-five Years of Caricature - April 1990

Box 2 of 2 Oliphant's Presidents - Press release and correspondence

Box 2 of 2 Oliphant's Presidents - Event forms

Box 2 of 2 Oliphant's Presidents - Event photos

Box 2 of 2 Oliphant's Presidents - Exhibition Clippings

Box 2 of 2 Gettysburg College Lunch - April 1990

Box 2 of 2 Bush bust unveiling and lunch - April 1990

Box 2 of 2 Icons of Inventions: American Patent Models - May 1990

Box 2 of 2 Recent Acquisitions - May 1990

Five of Hearts Exhibition - June 1990

Box 2 of 2 Five of Hearts Exhibition - Press Clippings

Box 2 of 2 Five of Hearts Exhibition - Event

Box 2 of 2 Five of Hearts Exhibition - Press Kit

Box 2 of 2 Working for TIME: The Covers of Robert Vickrey - June 1990

Box 2 of 2 Ronald Reagan portrait by Casselli - August 1990

Box 2 of 2 Lassie Exhibitions - October 1990

Box 2 of 2 Agnes de Mille Living Self-Portrait - October 1990

Old Hickory: A Life Sketch of Andrew Jackson - November 1990

Box 2 of 2 Old Hickory - Press Kit and clippings

Box 2 of 2 Old Hickory - Event file



Box 2 of 2

Recent Acquisitions - November 1990

1991

Box 2 of 2

General Press clips