

October 13, 1963

Dear Mr. Millar

This letter concerns the art work to be done by me for the ceiling of the dining room at the Ford Pavillion, New York World's Fair, 1964. Copies of this letter are being sent to Mr. McQuaid and Mr. Millar.

Work to be done by Arthur W. Guenther

Concerning the DESIGN: It is to fit the floating ceiling of the dining room and to be of an idea based on the sun surrounded by the four seasons. A copy of the design will be submitted to all parties for approval before any further work is done on the execution of the design.

Concerning the MEDIUM: It will be papier mache in low relief, prime coated white of suitable material for color application. Each piece of the design will be of a size easy enough for one man to handle during installation and will be marked with sufficient indications and labels that will correspond to a general layout sheet showing proper alignment and placement of the design on the ceiling.

Concerning a PROGRESS INSPECTION: If any party wishes to make a progress inspection, the most suitable time would be in early January, 1964. Location for any such inspection would be in or near Millington, New Jersey where the work is to be done.

Concerning DELIVERY: I will deliver all pieces necessary to the complete installation of the ceiling to a given location which will be later agreed upon. Delivery will be made on a date after March 1, 1964.

Concerning REPAIR: I will repair any papier mache portions which I consider to be damaged in handling, shipping, or installation.

Concerning INSTALLATION: I will supervise the installation but only as it concerns the visual aspects of the design, and I will have final approval of the completely installed work before coloring takes place so that it is acceptable to me as well as to all other parties.

Concerning any CREDIT or PUBLICITY: For this work I would like the use of my name, ARTHUR W. GUENTHER, Millington, N.J. to be used.

Concerning TIME ESTIMATES: I will have all the work done on the ceiling by March 1, 1964. This does not include time for delivery. Any questions as to a time estimate for installation should be taken up with Mr. McQuaid.

Work not to be done by Arthur W. Guenther

No installation of any kind will be done by me except repair or touchup work that see is necessary.

No coloring will be done by me after installation in the room.

PAYMENTS

First Payment: \$1,250.00 to be made upon completion of all paper work leading to the "go ahead" and before any work, including sketches, is continued.

Second Payment: \$625.00 to be made after inspection of progress some-time during the month of January 1964. If such an inspection is deemed unnecessary, then this payment will be added to the final payment.

Final Payment: \$625.00 (or \$1,250.00) according to the decision about an inspection visit) to be made after complete installation of ceiling in the room. Total amount of payment for the entire project as outlined in the letter will be \$2,500.00.

Thank you very much.

sincerely,

*Arthur W. Guenther*

ARTHUR W. GUENTHER  
215 Bungalow Terrace  
Millington  
New Jersey

Millington 7-1321  
(area code 201)