Rabbi Marc H. Tanenbaum  
American Jewish Committee  
165 East 56th Street  
New York NY 10022

Dear Rabbi Tanenbaum,

Thank you for your reply to our National Security Forum invitation. I am pleased that you will be able to attend.

Our National Security Forum office will contact you in the next few weeks to confirm your specific transportation arrangements.

Each year we compile a biographical sketch booklet to help Forum participants become acquainted. Please use the enclosed sample and blank form to prepare a sketch on yourself and return it at your earliest convenience. My staff recognizes that this information is of a private nature; therefore, it will be used for Forum activities only. As indicated on the enclosed Privacy Act Statement, submission of this sketch is strictly voluntary.

I am looking forward to seeing you in May.

Sincerely,

R. H. Schoeneman
Major General, USAF
Commandant

4 Atch
1. Memo for Secretary
2. Sample Biographical Sketch
3. Biographical Form
4. Privacy Act Statement
MEMO FOR SECRETARY

SUBJECT: Typing Procedures for Accomplishing the National Security Forum Biographical Sketch Form

1. As the biographical sketch that you return to the Air War College will be reproduced and used as a page in the National Security Forum Biographical Sketch Book, the following suggestions are offered to insure uniformity of format:

   a. Type biographical sketch on the blank form provided.

   b. Stay within the inner solid blue lines on the form.

   c. Use the sample biographical sketch as a guide for spacing and sequencing of the items included.

2. Please use the inclosed envelope to return the sketch to us—we prefer that it not be folded.
MR. THOMAS F. BROWN

President
XYZ Motors Corporation
100 Automobile Boulevard
Detroit, Michigan 48233

Birthplace and Date: Houston, Texas, 12 June 1940.

Educational Background: BS, Mechanical Engineering, Texas A & M University, 1960; MS, Engineering, California Institute of Technology, 1962; U.S. Army Officer's Candidate School, 1963.

Career Highlights: Following graduation from Cal Tech, joined US Army; served as engineering officer in Army Development Command until 1965; employed by Ace Wheel Company as a design engineer in 1966; in 1970 joined XYZ Motors as design and production specialist; advanced through XYZ to President in 1974. Extensive traveling in Europe and North Africa.


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165 East 56th Street  
New York NY 10022

Dear Rabbi Tanenbaum,

On behalf of the Academy staff and faculty and the Class of 1978, I thank you for sharing your life and faith as Jewish Baccalaureate Speaker during graduation week.

I have been told that your sermon was inspiring and timely, and that you left our seniors with much to challenge them and much to remember as they move into their Air Force careers.

Your presence was affirmation for us all of the continuing concern of the faith community for the service community. We want our graduates to know that their faith is inseparable from their career.

Thank you again for being with us and for your words to our graduates.

Sincerely,

K. L. TALLMAN, Lt General, USAF  
Superintendent

"MAN'S FLIGHT THROUGH LIFE IS SUSTAINED BY THE POWER OF HIS KNOWLEDGE"