City or Town: New Orleans, State: La. No. 1648

Date of Completion: Oct. 1, 1932.

Church: First Unitarian Church
Donor: Mrs. Frank L. Nairne, 1219 Valence Street, New Orleans, La., is Chairman of Committee. Mr. Frank Otis and his sisters are giving window.

Architect: Robert Soule

Denomination: Unitarian
Minister: Mr. Kent, Rector

Footage: 45'

Ventilators: Yes. (See letter Jan. 20, 1932)

Position in Church: Nave

Height from floor: 5' 6".

Points of compass: Southern exposure back of window with brilliant sunshine.

Quality of light: IN MEMORIAM:

Inscription:
Mrs. Susannah Mary Otis. (See note, Mar. 25, 1932).
Her Children's Tribute to Her.
May the Light of her dear life
Shine as the sun;

Design wanted: Staging us everyone!

Shipping address:

Bill to: Templets

Photos of Cartoons Mailed: The Otis Memorial Window.

General Information: Central opening, Dorcas, "Full of Good Deeds." (Ninth Chapter of Acts). "Mr. Otis recalls the windows he saw in Saint Chapelle in France many years ago, with the colorings in blues and reds. Am sending under separate cover one of the photographs you sent to me and wondering if the designs could be carried out in the side panels." Mrs. Nairne.
(This was the photograph of the Annunciation Window in the Fenwick Chapel, Cincinnati.) To this we replied, "The photograph has just arrived. I assume that you have in mind this general type of pattern, and shall keep this before me as I work on your design, although I feel that the shape of your window calls for a little different type of treatment. However, I am confident that when you see the sketch you will feel its relationship to the one you like and its appropriateness to the actual setting.

*Jan. 20, said they could spend $1500, which would include screening, etc., (over)

For addresses of those to be notified as window progresses, see other side.
and on Feb. 16, Mrs. Nairne wrote "In regards to the price, it is possible to plan for an expenditure of two or three hundred dollars more. It is very necessary that the window be protected in some way from the outside."

We think they will take care of this later.

The Architecture of the church is Gothic in design.

There are four windows on the same side of the church - all of the same size. The first a memorial window with symbolic design in center, surrounded by continuous design, rich in color, and reflection of light. The next a memorial window now under consideration to Miss Jean Gordon, the next the Otis window, and the fourth a memorial window of opaque glass with symbol in center, very simple in design.

Feb. 1, C.J.C. wrote - "You doubtless appreciate that a window in southern exposure must be cool rather than warm in color, and that it must be modified sufficiently to withstand beautifully the full power of the light."

Description sent in letter of May 16, 1852, with the design.

"I have represented Saint Dorcas as the central character, surrounded by symbols of the Beatitudes, as indicated on the cover sheet, and Cherubim and Seraphim in the heads of the lancets."