

Frances G. Knight Papers
A Finding Aid to the Collection in the Library of Congress



Manuscript Division, Library of Congress
Washington, D.C.
2013

Contact information: <http://hdl.loc.gov/loc.mss/mss.contact>

Catalog Record: <https://lcn.loc.gov/mm81075885>

Additional search options available at: <https://hdl.loc.gov/loc.mss/eadmss.ms013099>

Prepared by Richard Bickel

Finding aid encoded by Library of Congress Manuscript Division, 2013

Collection Summary

Title: Frances G. Knight Papers

Span Dates: 1955-1977

ID No.: MSS75885

Creator: Knight, Frances G.

Extent: 6,500 items

Extent: 12 containers

Extent: 4.8 linear feet

Language: Collection material in English

Location: Manuscript Division, Library of Congress, Washington, D.C.

LC Catalog record: <https://lcn.loc.gov/mm81075885>

Summary: Public official. Chiefly photocopies of official records and personal files relating exclusively to Knight's directorship of the Passport Office of the Department of State, 1955-1977, including copies of correspondence, memoranda, reports, studies, speeches and statements, transcripts of government hearings, miscellaneous subject material and administrative documents, and clippings.

Selected Search Terms

The following terms have been used to index the description of this collection in the LC Catalog. They are grouped by name of person or organization, by subject or location, and by occupation and listed alphabetically.

People

Knight, Frances G.

Organizations

United States. Passport Office.

Subjects

Passports--United States.

Occupations

Public officials.

Provenance

The papers of Frances G. Knight, public official, were deposited in the Library of Congress in 1977 and converted to a gift in 1978.

Processing History

The papers of Frances G. Knight were arranged and described in 1979. The finding aid was revised in 2013.

Copyright Status

The status of copyright in the unpublished writings of Frances G. Knight is governed by the Copyright Law of the United States (Title 17, U.S.C.).

Access and Restrictions

The Frances G. Knight Papers are open to research. Researchers are advised to contact the Manuscript Reading Room prior to visiting. Many collections are stored off-site and advance notice is needed to retrieve these items for research use.

Preferred Citation

Researchers wishing to cite this collection should include the following information: Container number, Frances G. Knight Papers, Manuscript Division, Library of Congress, Washington, D.C.

Biographical Note

Date	Event
1905, July 22	Born, Newport, R.I.
1934	Became chief, Editorial Division, National Recovery Administration
1935	Married Wayne W. Parrish (died 1984)
1946-1946	Public relations director, American Retail Association
1949-1952	Radio information specialist, Office of International Information (later U.S. Information Agency) in the State Department
1952	Appointed assistant deputy administrator, Bureau of Security and Consular Affairs, State Department
1955-1977	Director, Passport Office, State Department
1999, Sept. 11	Died, Bethesda, Md.

Scope and Content Note

The papers of Frances G. Knight (1905-1999) span the years 1955-1977 and consist largely of photocopies of official records and personal files relating exclusively to Knight's directorship of the Passport Office of the Department of State during that period. Included are copies of correspondence, memoranda, reports, studies, speeches and statements, transcripts of government hearings, miscellaneous subject material and administrative documents, and clippings pertaining to her tenure as head of the agency from the administration of Dwight D. Eisenhower through the presidency of Gerald Ford. The collection is organized into six series: [Personal File](#), [Chronological File](#), [Subject File](#), [Administrative Instructions](#), [Speech File](#), and [Clippings](#).

Knight was noted for her efforts to combat fraud and promote efficiency in the handling of passports, but was also controversial for denying passports to individuals with Communist connections or leftist leanings. A public feud with Abba P. Schwartz, appointed administrator of Security and Consular Affairs in the State Department by President John F. Kennedy in 1962, led to his resignation four years later when Knight's allies in the Senate Internal Security Subcommittee sided with her in disputes over Schwartz's more liberal policies in regard to passport and visa issuance. The papers treat these issues from her perspective, including as she represented herself within her bureau and department and in speeches and hearings before Congress and the public. Also present are clippings reflecting newspaper accounts of her positions and the discussions and controversies they aroused.

Arrangement of the Papers

This collection is arranged in six series:

- [Personal File, 1963-1966](#)
- [Chronological File, 1955-1969](#)
- [Subject File, 1955-1973](#)
- [Administrative Instructions, 1955-1977](#)
- [Speech File, 1957-1977](#)
- [Clippings, 1955-1977](#)

Description of Series

Container	Series
BOX 1	<u>Personal File, 1963-1966</u> Personal memoranda to staff. Arranged chronologically.
BOX 1-2	<u>Chronological File, 1955-1969</u> Copies of correspondence, memoranda, reports, and miscellaneous material. Arranged chronologically.
BOX 2-4	<u>Subject File, 1955-1973</u> Copies of correspondence, memoranda, reports, studies, transcripts of hearings, newsletters, and other documents. Arranged by topic or type of material.
BOX 5-6	<u>Administrative Instructions, 1955-1977</u> Administrative memoranda and instructional forms and reports sent to Passport Office staff. Organized by series as designated and issues by the office.
BOX 6-7	<u>Speech File, 1957-1977</u> Collations of speeches and statements by Knight. Arranged by year or group of years with an index preceding each file.
BOX 8-12	<u>Clippings, 1955-1977</u> Copies of newspaper clippings relating to Knight. Arranged chronologically.

Container List

Container	Contents
BOX 1	Personal File, 1963-1966 Personal memoranda to staff. Arranged chronologically.
BOX 1	1963, 1966
BOX 1-2	Chronological File, 1955-1969 Copies of correspondence, memoranda, reports, and miscellaneous material. Arranged chronologically.
BOX 1	1955-1969 (13 folders)
BOX 2	1970-1973 (3 folders)
BOX 2-4	Subject File, 1955-1973 Copies of correspondence, memoranda, reports, studies, transcripts of hearings, newsletters, and other documents. Arranged by topic or type of material.
BOX 2	Administration, 1955-1973
BOX 2	Appropriation hearings, 1956-1973 (3 folders)
BOX 2	Awards and honors, 1957-1967
BOX 3	Christmas greetings, 1956-1963
BOX 3	Communism, 1953-1963
BOX 3	Compliments, 1956-1968
BOX 3	Conferences, 1957-1965
BOX 3	Congressional, 1953-1970
BOX 3	Correspondence management, 1955-1963
BOX 3	Departmental/Bureau of Security and Consular Affairs contacts, 1955-1970 (2 folders)
BOX 3	Frauds, 1970
BOX 3	Laws, 1957-1968
BOX 3	Newsletters, Department of State, 1966-1967
BOX 3	Passport format, 1960-1970
BOX 3	Personnel management, 1955-1970
BOX 4	Public relations, 1961-1968
BOX 4	Reorganization, 1955-1961
BOX 4	Reports/studies, 1955-1970
BOX 4	Statistics, 1955-1976

Subject File, 1955-1973

Container	Contents
BOX 4	Travel industry, 1957-1968
BOX 5-6	Administrative Instructions, 1955-1977 Administrative memoranda and instructional forms and reports sent to Passport Office staff. Organized by series as designated and issues by the office.
BOX 5	“Series A,” 1955-1961 (3 folders)
BOX 5	“Series B,” 1955-1960 (2 folders)
BOX 6	“Series P,” 1955-1961
BOX 6	“Green Series,” 1962-1977 (3 folders)
BOX 6-7	Speech File, 1957-1977 Collations of speeches and statements by Knight. Arranged by year or group of years with an index preceding each file.
BOX 6	1957-1958
BOX 7	1959-1960
BOX 7	1961-1967
BOX 7	1968-1969
BOX 7	1970-1973
BOX 7	1974-1975
BOX 7	1976
BOX 7	1977
BOX 8-12	Clippings, 1955-1977 Copies of newspaper clippings relating to Knight. Arranged chronologically.
BOX 8	1955-1959 (5 folders)
BOX 9	1960-1963 (4 folders)
BOX 10	1964-1969 (6 folders)
BOX 11	1970-1973 (4 folders)
BOX 12	1974-1977 (4 folders)