



**ADMINISTRATOR SCOTT PRUITT EVENT REQUEST FORM**  
**U.S. Environmental Protection Agency**

**Deadline for Acceptance:** June 1, 2017 however we are open to his availability

**Requesting Individual / Affiliation:** American Legislative Exchange Council (ALEC)

**Event Title:** 2018 Annual Meeting

**Event Date:** August 8 - 10, 2018 – Requesting him to join us on August 9, 2018.

**Is the Above Date Flexible:** Yes

**Event Time & Duration:** Requesting that he speak at our Thursday Lunch session which runs from 12:30PM – 2:00PM

**Type of Event:** Conference General Session Lunch

**Purpose of the Event:** **Brief Description:**  
The ALEC Annual Meeting gathers more than 1500 state legislators, business leaders and public policy experts from across the nation to discuss major state issues.

**Role of the Administrator:** Keynote address

**Requested Presentation Topic, if Speaking Involved:** Insight into the future of our environmental programs.

**Requested Presentation Format:** Keynote address

**Speech/Presentation Duration:** 40 – 60 mins

**Would You Consider a Surrogate:** Yes

**Event Location:** Hilton New Orleans Riverside  
2 Poydras St.  
New Orleans, LA 70130

**Event Audience:** The ALEC Annual Meeting gathers more than 1500 state legislators, business leaders and public policy experts from across the nation to discuss major state issues.

**Event Host(s)/Organizer(s):** List all hosts organizing the event: ALEC will be the only organizer

**Host(s)' Relationship to EPA:** \_\_\_\_\_



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*Please see 2017 Annual Meeting agenda attached to email.  
Will send updated version as available.*

**Run of Show/ Agenda:**

**Is there a Hold Room Available for the Administrator?**

*Yes*

**Open Press/Closed Press?**

*Open – all media are registered in advance*

**Dress Code:**

*Business*

**Teleprompter Available:**

*If needed*

**Microphone / Room Setup:**

*The event set-up will be a large hotel ballroom with round tables. The stage will have steps onto the stage and will have a podium with microphone for speaking. We will have a reserved seat at the head table for him.*

**Honorable Guests Attending:**

*TBD*

**Notable Federal, State or Local Appointed or Elected officials attending:**

*Various Federal, State and Chamber Leadership from across the country are invited and will be in attendance*

**Individual Introducing Administrator:**

*TBD*

*Bill Meierling*

O: **Ex. 6**  
C:

*wmeierling@alec.org*

**Person to contact for media purposes:**

**Is this event held Weekly, Monthly, Annually?**

*Annually*

*Courtney Cook  
ALEC Director of Events  
ccook@alec.org*

**Day of Event Point of Contact:**

O: **Ex. 6**  
C:

*Lt. Jeff Lathan  
ALEC Director of Security  
cvlprotection@cox.net*

**Security Contact:**

C: **Ex. 6**

**Suggested Entrance/ Exit to Event Venue:**

*TBD*



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**Is the host of the event a registered 501(c)(3),  
(4), or has a 527 Political Action Committee  
(PAC):**

*ALEC is a registered 501 (c)(3).*

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**Will there be a "gift" presented to the  
Administrator? If so, what is the US  
currency value of the gift?**

*No*

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**Will a meal be provided, if so what is the US  
currency value?**

*Yes, estimated to be \$75*

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*Please return this completed form to Hayley Ford at [ford.hayley@epa.gov](mailto:ford.hayley@epa.gov)*

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