

To: Hupp, Millan[hupp.millan@epa.gov]
From: Virginia Galligan
Sent: Mon 11/13/2017 2:15:44 PM
Subject: Fwd: Club for Growth Speaker Invitation
CFG- EPA Administrator Pruitt Speaker Request Form.docx
ATT00001.htm

Great chatting! Thanks again for your help

Sent from my iPhone

Begin forwarded message:

From: Virginia Galligan <vgalligan@clubforgrowth.org>
Date: November 9, 2017 at 5:18:38 PM EST
To: "Ford, Hayley" <ford.hayley@epa.gov>
Cc: "Hupp, Millan" <hupp.millan@epa.gov>
Subject: Re: Club for Growth Speaker Invitation

Thank you Hayley!

Attached is the form. Please let me know how I can be of additional assistance.

Best,

Virginia

646-499-1114

On Nov 9, 2017, at 9:47 AM, Ford, Hayley
<ford.hayley@epa.gov> wrote:

Hi Virginia,

Thank you for reaching out and extending the invitation to the Administrator. We'd be happy to look at his schedule to see if we can accommodate this event. To start, would you mind completing the attached speaker request form? This will help us understand more about the event, the audience, requested speaking topic, etc. Once you complete and send back, we will be in touch if we need additional information.

Thank you!

Hayley Ford

Deputy White House Liaison and Personal Aide to the
Administrator

Environmental Protection Agency

ford.hayley@epa.gov

Phone: 202-564-2022

Cell: 202-306-1296

-----Original Message-----

From: Virginia Galligan [<mailto:VGalligan@clubforgrowth.org>]

Sent: Wednesday, November 08, 2017 5:29 PM

To: Pruitt, Scott Administrator's Email/Ex. 6

Subject: Club for Growth Speaker Invitation

Dear Administrator Pruitt,

Hope you are well.

The Club for Growth would like to invite you speak at our annual economic retreat to discuss deregulation.

The conference will take place at The Breakers Hotel in Palm Beach (FL) and the dates are Thursday evening, March 1st through Saturday evening, March 3rd (2018).

Attached is the speaker invitation, we have also sent a hard copy to your office.

We would be honored to have you there. Thank you for your consideration.

Best,

Virginia Galligan

646-499-1114 (cell)

<EPA Administrator Pruitt Speaker Request Form.docx>



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

Deadline for Acceptance: The event in March 1-3 2018 so the earlier we can confirm, the better

Requesting Individual / Affiliation: The Club for Growth, Inc.

Event Title: Annual Economic Retreat

Event Date: March 1-3 2018
We can have him speak anytime that works for him. The retreat starts on Thursday evening, March 1 and goes through Saturday evening March 3

Is the Above Date Flexible: See above

Event Time & Duration: _____

Type of Event: Conference

Purpose of the Event: Off the record educational conference

Role of the Administrator: Keynote speaker

Requested Presentation Topic, if Speaking Involved: Importance of deregulation (or a topic of his choosing)

Requested Presentation Format: Keynote

Speech/Presentation Duration: 30 minutes plus question and answer portion (if he is willing to take questions)

Would You Consider a Surrogate: No, we would really like to have Administrator Pruitt

Event Location: The Breakers Hotel in Palm Beach, FL

Event Audience: 150 of the Club for Growth's strongest supporters along with members of the House and Senate and academics.

Event Host(s)/Organizer(s): The Club for Growth, Inc.

Host(s)' Relationship to EPA: None



Run of Show/ Agenda: **ADMINISTRATOR SCOTT PRUITT EVENT REQUEST FORM**
Provide full agenda of the event, including events immediately following the Administrator speaking.
U.S. Environmental Protection Agency

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

Open Press/Closed Press? *closed*

Dress Code: *Business casual*

Teleprompter Available: *We can get one if he would like one)*

Microphone / Room Setup: *Theater style setup if he is speaking during the day, stage/podium if he is doing a keynote at lunch or dinner. We can have a laval microphone or handheld or both depending on what he prefers.*

Honorable Guests Attending: *TBD*

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

Individual Introducing Administrator: *David McIntosh, President of The Club for Growth*

Person to contact for media purposes: *Rachael Slobodien: Rachael@clubforgrowth.org*

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

Day of Event Point of Contact: *Virginia Galligan 646-499-1114*

Security Contact: *We will have security but for now: Virginia Galligan (646) 499-1114*

Suggested Entrance/ Exit to Event Venue: *Hotel has a side entrance available
501 (c) 4*

Is the host of the event a registered 501(c)(3), (4), or has a 527 Political Action Committee (PAC): *No*

Will there be a "gift" presented to the Administrator? If so, what is the US currency value of the gift? *TBD depending on when he speaks*

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

Please return this form completed to scheduling@epa.gov and Aaron Dickerson at dickerson.aaron@epa.gov