

To: Ben Traynham[btraynham@NACD.com]; Hupp, Sydney[hupp.sydney@epa.gov]
Cc: Dickerson, Aaron[dickerson.aaron@epa.gov]
From: Douglas Leigh
Sent: Fri 4/28/2017 5:57:33 PM
Subject: RE: Invitation to Administrator Pruitt for NACD Board Meeting
ATT00001.txt
EPA Administrator Pruitt Speaker Request Form (004).docx

Hi Sydney,

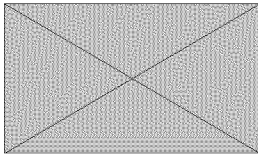
Please find the speaker request form attached. Let me know if there is anything else I can do on our end to assist.

Best,

Doug

Douglas Allan Leigh, III
Coordinator, Legislative Affairs

National Association of Chemical Distributors (NACD)



1560 Wilson Blvd., Suite 1100
Arlington, VA 22209
(703) 527-6223 x 3069 – Main Line
(703) 527-7747 - Fax
(571) 482-3069 - Direct
dleigh@nacd.com



From: Ben Traynham
Sent: Wednesday, April 26, 2017 4:10 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>; Douglas Leigh <DLeigh@NACD.com>
Subject: Re: Invitation to Administrator Pruitt for NACD Board Meeting

Thanks, Sydney. I have forwarded this on to Doug Leigh in my office who will be the contact moving forward.

Best,

Ben

Benjamin Hawks Traynham

334-319-6908

On Apr 26, 2017, at 3:45 PM, Hupp, Sydney <hupp.sydney@epa.gov> wrote:

Good afternoon Ben,

Hope you're well! My apologies for the delay in getting back to you! Mandy sent along the below request to me. I think this is certainly something the Administrator would like to participate in. Would you mind filling out the attached form so that we can look to see if it fits with our schedule? Please let me know if you have any questions.

Thank you!

Sydney Hupp

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

From: Gunasekara, Mandy

Sent: Monday, April 3, 2017 4:59 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: FW: Invitation to Administrator Pruitt for NACD Board Meeting

From: Ben Traynham [<mailto:btraynham@NACD.com>]
Sent: Monday, April 3, 2017 4:24 PM
To: Gunasekara, Mandy <Gunasekara.Mandy@epa.gov>
Subject: Invitation to Administrator Pruitt for NACD Board Meeting

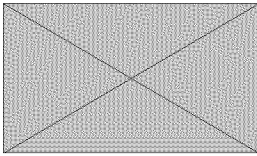
Hi Mandy, I hope all is well at EPA. I'm sure it's been busy the first few weeks.

Please find attached an invitation to Administrator Pruitt. Can you please make sure this gets in the right hands over there? Appreciate the help!

Best,
Ben

Benjamin Hawks Traynham
Senior Director, Legislative Affairs

National Association of Chemical Distributors (NACD)



1560 Wilson Blvd., Suite 1100
Arlington, VA 22209
(703) 527-6223 - Main Line

(571) 482-3046 - Direct
(703) 527-7747 - Fax
btraynham@nacd.com
<[image001.gif](#)>

<EPA Administrator Pruitt Speaker Request Form.docx>



ADMINISTRATOR PRUITT SPEAKER REQUEST FORM
U.S. Environmental Protection Agency

Deadline for Acceptance: May 5, 2017

Event Title: National Association of Chemical Distributor's Board of Director's Meeting

Speech Date: Monday, May 15, 2017

Is the Above Date Flexible: No

Speech Time & Duration: Noon – 5 pm is the Board meeting; we would allocate 20-30 minutes at a time convenient for him that afternoon.

Speaker Requested: Administrator Scott Pruitt

Would You Consider a Surrogate: No

Event Location: Ritz Carlton Pentagon City in the Diplomat Room
1250 South Hayes Street, Arlington, VA 22202
Hotel: 703/415-5000
Diplomat Room

Open Press/Closed Press: Closed

Is Event Webcast/Recorded/Transcribed: No

Purpose of the Event: Regular Board Meeting

Speech Topic: New Administration Priorities; TSCA Implementation

Requested Presentation Format: General Remarks with Q&A

Dress Code: Business

Speech/Presentation Duration: 20-30 min with Q&A

Teleprompter Available: No

Microphone / Room Setup: The room will be set in a hollow square with a podium/mic for remarks

Event Sponsor: National Association of Chemical Distributors

Relationship to the EPA: Regulated Community

Event Agenda/Program: Board Meeting from Noon – 5 pm.

Honorable Guests Attending: n/a

Notable Federal, State or Local Appointed or Elected officials attending: n/a

Individual Introducing Administrator: Eric R. Byer, president of the Association



ADMINISTRATOR PRUITT SPEAKER REQUEST FORM
U.S. Environmental Protection Agency

Person to contact for speechwriting purposes: Matt McKinney
mmckinney@nacd.com
Office: 703-527-6223 x3074
Cell: 703-969-3713

Person to contact for media purposes: Matt McKinney
mmckinney@nacd.com
Office: 703-527-6223 x3074
Cell: 703-969-3713

Origin of Invitation: Eric Byer
ebyer@nacd.com
Office: 703-527-6223 x3038
Cell: 703-863-8818

Day of Event Point of Contact: Eric Byer
ebyer@nacd.com
Office: 703-527-6223 x3038
Cell: 703-863-8818

Security Contact: Jean-Yves Annibal
Director of Loss Prevention
The Ritz-Carlton, Pentagon City
Phone: 703-412-2768
Fax: 703-412-3786
Email: jean-yves.annibal@ritzcarlton.com

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

Will there be a presentation of a "gift" to the Administrator? No.

If so, what is the US currency value of the gift? N/A

Will a meal be provided, if so what is the US There will be lunch at noon. Depending on the time he is available to speak during the afternoon – he may partake or not. Lunch value is \$24.95.

Please return this form completed to scheduling@epa.gov and Sydney Hupp (hupp.svdnev@epa.gov).