

Message

From: Lovell, Will (William) [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=3B150BB6ADE640F68D744FADCB83A73E-LOVELL, WIL]
Sent: 11/3/2017 8:51:52 PM
To: Diamant, Adam [ADiamant@epri.com]
Subject: RE: Action Requested -- Please Register ASAP for EPRI Seminar

Hi, Adam,

Could you possibly give me a call? Desk number is (202) 564-5713, mobile is: Ex. 6

Thanks,
Will

From: Diamant, Adam [mailto:ADiamant@epri.com]
Sent: Friday, November 3, 2017 12:07 PM
To: Lovell, Will (William) <lovell.william@epa.gov>
Subject: FW: Action Requested -- Please Register ASAP for EPRI Seminar
Importance: High

Hi Will,

Please register Samantha for next week's EPRI seminar online here -- <http://www.cvent.com/d/ctqk5x/1Q>. This would be very helpful to us. It is necessary so we have appropriate materials available for her and have access to emergency contact information.

Thank you for your understanding and further assistance,

Adam

From: Diamant, Adam
Sent: Tuesday, October 31, 2017 2:58 PM
To: Diamant, Adam <ADiamant@epri.com>
Subject: Action Requested -- Speaker Information for EPRI 2016 Seminar (Nov 2-3, 2016; Washington D.C.)

Dear EPRI Seminar Speakers,

My EPRI colleagues and I are looking forward to seeing all of you next week at **EPRI's 2017 Annual Seminar on Fuels, Power Markets and Resource Planning on Wed-Thurs, Nov 8-9, 2017**. The seminar will take place at the **EPRI Washington DC office** located at **1325 G Street NW, Suite 1080 Washington, DC 20005** (phone: Ex. 6)
Ex. 6 The Seminar starts at 8:30 am Wednesday and adjourns at 1:00 pm on Thursday.

Below is important information about the seminar. **It would be helpful if you can take care of the administrative issues below as soon as possible if you have not already done so:**

1. Registration – **Please register online asap here** -- <http://www.cvent.com/d/ctqk5x/1Q>.
2. Agenda – The draft final agenda is attached for your review. Please let me know if you would like me to revise the spelling of your name or your organizational affiliation.

3. Presentations – We encourage you to accompany your remarks with a short PowerPoint presentation. **Please send me your draft final presentation COB Thurs, Nov 2.** If necessary, you can bring your final presentation with you to the Seminar on an USB “stick”
4. Biographical Sketch – Please send me a short (less than one page) personal biographical sketch, so I can properly introduce you at the Seminar. We also will provide these bios to each of the participants.
5. EPRI Copyright Authorization – On the seminar online registration page, EPRI will request you to sign an EPRI Copyright Authorization form to allow us to post your presentation online after the event on EPRI's website. By agreeing to this authorization, you will make it possible for your presentation to be made available to the seminar participants, and members of EPRI's Energy and Environmental Analysis research programs. Thank you in advance for considering this when you register.

If you need any further information about the seminar, please contact me. My colleagues and I look forward to seeing each of you next week in Washington, D.C.

Warm regards,

Adam

Adam Diamant

Technical Executive

Electric Power Research Institute (EPRI)

Energy and Environmental Analysis Program

Phone: Ex. 6

Email: adiamant@epri.com

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