

To: Moore, Autumn[AMoore@toyassociation.org]
From: Hupp, Sydney
Sent: Tue 5/2/2017 3:21:43 PM
Subject: RE: Meeting Request from the Toy Association
Copy of Copy of ForeignVisitors template.xls

Sydney Hupp

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

From: Moore, Autumn [mailto:AMoore@toyassociation.org]
Sent: Tuesday, May 2, 2017 10:47 AM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Send us the form just in case. We'll get it filled out and sent back to you before our visit.

From: Hupp, Sydney [mailto:hupp.sydney@epa.gov]
Sent: Tuesday, May 02, 2017 10:42 AM
To: Moore, Autumn <AMoore@toyassociation.org>
Subject: RE: Meeting Request from the Toy Association

Typically the Office of Homeland Security requires personal and passport information for foreign visitors visiting EPA. We usually ask the host Embassy to provide this information, but in the case of private sector representatives they will need to fill out the form themselves.

I have the form if you find you have foreign visitors!

Sydney Hupp

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Tuesday, May 2, 2017 10:02 AM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Ok great. Let me know what you find out.

Thanks Sydney!

From: Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]
Sent: Monday, May 01, 2017 6:10 PM
To: Moore, Autumn <AMoore@toyassociation.org>
Subject: RE: Meeting Request from the Toy Association

I believe there is but let me double check. If you end up having one, I might need to have them give me additional information.

Sydney Hupp

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Monday, May 1, 2017 5:58 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Sydney,

Do you know if there are any additional security measures to get into the EPA for foreigners? We're checking our list now to see if we have any, but I just want to make sure we bring adequate paperwork or whatever you need.

Thanks!

Autumn

Autumn Moore

Manager, Standards and Regulatory Affairs
Toy Association

1200 G. St NW, Suite 200

Washington, DC 20005
202.459.0350

amoore@toyassociation.org

From: Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]
Sent: Tuesday, April 18, 2017 1:24 PM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Ferguson, Lincoln <ferguson.lincoln@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>; Woodward, Cheryl <Woodward.Cheryl@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Hi Autumn,

Thank you! What do you anticipate the set-up of the room being? Would you like for him to speak to the group and take questions?

Thanks!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Tuesday, April 18, 2017 11:24 AM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Hi Sydney!

I wanted to send you along an updated attendance list for our meeting with Administrator Pruitt at 3:30 on May 9th. We do have some flexibility on how many people attend the meeting (we can cut all the non-essential Toy Association staff if necessary) so do let me know if you can accommodate a group this large. Feel free to call me if it's easier to discuss logistics over the phone.

We're very much looking forward to our meeting! Thanks again for helping facilitate.

Best,

Autumn

Autumn Moore

Manager, Standards and Regulatory Affairs
Toy Association

1200 G. St NW, Suite 200

Washington, DC 20005
202.459.0350

amoore@toyassociation.org

From: Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]
Sent: Tuesday, April 11, 2017 7:37 PM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

That is great to hear! Thank you for arranging.

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Tuesday, April 11, 2017 7:36 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: Re: Meeting Request from the Toy Association

Actually we were successful in moving our other meeting so if the 3:30pm spot is still available, we'll take it! Let me know if that still works for the administrator.

Thanks so much,

Autumn

On Apr 11, 2017, at 1:01 PM, Hupp, Sydney <hupp.sydney@epa.gov> wrote:

Darn! That's okay though! How much flexibility do you all have on the morning of the 10th?

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Tuesday, April 11, 2017 11:27 AM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Oh this is such great news!

One small wrinkle...we had someone else (literally just 15 minutes ago) accept the 3:30pm time slot. Is there any way possible that Administrator Pruitt could come meet with us at 4:30pm at the Grand Hyatt OR we could come meet him in his office at 5:00pm at the EPA? If neither of these times work, please let me know and we will do our best to move the other meeting.

Thanks again and happy to chat on the phone if that's easier.

Best,

Autumn

Autumn Moore

Manager, Standards and Regulatory Affairs
Toy Association

1200 G. St NW, Suite 200

Washington, DC 20005
202.459.0350

amoore@toyassociation.org

From: Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]
Sent: Tuesday, April 11, 2017 11:11 AM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Hey Autumn,

Thank you for the info! So how about we do May 9th at 3:30 at our office? Would that work for your group?

Thank you!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Tuesday, April 4, 2017 4:19 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Sydney,

Please find the attached completed meeting request form. We have some flexibility in scheduling for May 9th and 10th so if none of the times suggested work for the Administrator, let me know and hopefully we can find a time that will better suit his schedule. I've also attached a list of anticipated meeting participants. Don't hesitate to call me if you have any questions.

Thanks again for considering our request.

Best,

Autumn

Autumn Moore

Manager, Standards and Regulatory Affairs
Toy Association

1200 G. St NW, Suite 200

Washington, DC 20005
202.459.0350

amoore@toyassociation.org

From: Hupp, Sydney [<mailto:hupp.sydney@epa.gov>]
Sent: Tuesday, April 04, 2017 11:41 AM
To: Moore, Autumn <AMoore@toyassociation.org>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: RE: Meeting Request from the Toy Association

Hi Autumn,

Hope this email finds you well! Reaching out about the below request that Ryan forwarded my way. We are definitely interested in this event! Would you mind filling out the attached meeting request so that we can begin processing your request?

Thank you!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

From: Jackson, Ryan
Sent: Sunday, March 26, 2017 3:49 PM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: FW: Meeting Request from the Toy Association

From: Moore, Autumn [<mailto:AMoore@toyassociation.org>]
Sent: Monday, March 20, 2017 5:01 PM
To: Jackson, Ryan <jackson.ryan@epa.gov>
Subject: Meeting Request from the Toy Association

Hi Ryan,

Please see the attached meeting request from the Toy Association, seeking a meeting with Administrator Pruitt and several members of our association, including several members from our Board of Directors, at our 9th Annual DC Fly-in. The dates and times we are looking to meet are **May 9th at 3:30pm or 4:00pm or May 10th at 9:00am or 2:00pm.** Happy to discuss on the phone if that's easier.

Don't hesitate to reach out to me if you have any questions.

Thanks,

Autumn

Autumn Moore

Manager, Standards and Regulatory Affairs
Toy Association, Inc.

1200 G. St NW, Suite 200

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202.459.0350

amoore@toyassociation.org