

**Event Request Form for
Administrator E. Scott Pruitt**

U.S. Environmental Protection Agency

To request the Administrator to attend and/or speak at your event, please complete and submit the following form.

Group: The Williams Companies, Inc.

Name of Event: Board of Directors Meeting

Date of Event: September 26, 2017

Type of Event (banquet, lecture, panel discussion, etc.): Dinner

Role of the Administrator: Speaker

Approximate time will the Administrator's Remarks Begin (example 9:00 am): 7:30 pm

Expected length of the Administrator's remarks: 20-30 minutes

Will there be Q&A? If so, for how long and who from? Ex: press, attendees: Probably 10-15 minutes

Event begins (example 9:00 am): 7:00 pm

Event ends (example 9:00 am): 9:00 pm

Event address (please include room name or number if applicable): Trump International Hotel, 1100 Pennsylvania Avenue, Washington, D.C. Patton Room

Will there be a hold room for the Administrator? (please include room name and/or number):
No. Administrator is invited to have dinner with guests.

Please list the name and title of the individual who will introduce the Administrator: See

attached

Approximate size of the audience. Please also include a brief description of the makeup of the audience (*attorneys, business owners, veterans, students etc.*): 24 guests
10 members of our board of directors
President and CEO, 6 executive officers and 6 officers and staff.

Please indicate your request for the topic of the Administrator's remarks, if applicable:

Please list any special guests, elected officials, or other dignitaries who are invited or are expected to attend:
Hon. John Sullivan

Please list any other speakers at this event: N/A

Is this event open to the media?: NO

Please list a point of contact for the day of the event, including a cell phone number and e-mail address for the contact: Cher Lawrence, [Ex. 6] cher.lawrence@williams.com

If applicable, please list the name(s) and contact information of the person(s) who will greet the Administrator upon arrival, including a cell phone number and e-mail address for each contact:
Hon. John Sullivan, [Ex. 6] jsullivan@sbistrategies.com
Cher Lawrence, [Ex. 6] cher.lawrence@williams.com

Please list any special information or directions, such as ongoing construction, specific points of entry, or parking instructions, about the event or location:

Please list below any other relevant information such as agendas, background information or other relevant information about the event. (*Information may also be attached and submitted with this form.*)

Please include a contact number for the event location: Cher Lawrence, [Ex. 6]
cher.lawrence@williams.com

Please indicate whether this event is held weekly, monthly or annually:

Please indicate the attire for this event (*business, formal, casual, etc.*): Business

Please list any agencies, businesses, schools or universities, or other organizations that may be sponsoring or co-sponsoring this event:

**Please provide the security contact if contracted or head of security for event location:
Hotel and government security.**