

To: Hupp, Sydney[hupp.sydney@epa.gov];
Benjamin.Dunham@hklaw.com[Benjamin.Dunham@hklaw.com]
From: Woodward, Cheryl
Sent: Thur 4/6/2017 12:36:16 PM
Subject: RE: Logistics for today

My name is Cheryl Woodward and I will assist you in the logistics for your meeting at EPA on today at 2:45 pm. The instructions/directions to EPA is below and if you have any questions please contact me. Look forward to seeing you all.

Directions

Directions: If you come by Metro, the Federal Triangle metro stop is directly below the building entrances. You would leave the metro station and go up all three sets of escalators and then do a small U-Turn to the right heading toward 12th street, the North Lobby entrance is directly and immediately to your left (Glass Doors -EPA Signified on Glass).

EPA address is 1200 Pennsylvania Avenue, NW. If you are coming by taxi/vehicle, you want to be dropped off on 12th NW, which is between 12th and Constitution Avenues. It is almost exactly half way between the two avenues on 12th street and the Federal Triangle Metro sign can be used as a landmark. From 12th Street, facing the building with the EPA and American flags, walk toward the building (under the flags) and take the glass door on your left hand side with the escalators going down to the metro on your left. This again will be the South Lobby of the William Jefferson Clinton building.

Once inside the building, security will prompt you to scan all items such as bags, coats etc., and then let the guards know that you were instructed to call Cheryl Woodward at 564-1274 or Michelle Hale at 564-1430 to escort you to the meeting with the Administrator. Security will make temporary cards for everyone. Allow for 15 minutes to get through the process.

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

From: Hupp, Sydney
Sent: Thursday, April 06, 2017 8:04 AM
To: Benjamin.Dunham@hklaw.com
Cc: Woodward, Cheryl <Woodward.Cheryl@epa.gov>
Subject: RE: Logistics for today

Hey Ben, I'm sorry about that! Looping in Cheryl who can give you those details!

Sydney Hupp
Office of the Administrator- Scheduling
202.816.1659

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

From: Benjamin.Dunham@hklaw.com [mailto:Benjamin.Dunham@hklaw.com]
Sent: Thursday, April 6, 2017 7:22 AM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Subject: Logistics for today

Hi Sydney,
You mentioned that someone would be in touch about logistical details for today's Consumer Specialty Products Association meeting with Administrator Pruitt. But I haven't heard anything yet. The main thing is that I need to know which entrance to use. Thanks!

Ben

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