

To: Hupp, Sydney[hupp.sydney@epa.gov]
Cc: Dickerson, Aaron[dickerson.aaron@epa.gov]; scheduling[scheduling@epa.gov]
From: Getto, Leila
Sent: Thur 4/20/2017 5:35:03 PM
Subject: Administrator Pruitt- Speaking to US Chamber
EPA Administrator Pruitt Speaker Request Form.docx

Dear Sydney,

Please find attached the speaker request form that we filled for our June 20th Energy Summit. Please don't hesitate to let me know if you have any questions.

Thank you for your time and consideration.

Best regards,

Leila

Leila Getto

Institute for 21st Century Energy

U.S. Chamber of Commerce

Direct: 202-463-5829; Cell: 301-651-1441

Email: lgetto@uschamber.com

Website: www.energyxxi.org



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

Deadline for Acceptance:	As soon as possible
Event Title:	10 th Anniversary Energy Summit
Speech Date:	Tuesday, June 20, 2017
Is the Above Date Flexible:	No
Speech Time & Duration:	We are flexible on the exact time of day of Administrator Pruitt's speech and the exact length to be his preferred format. But we recommend 15-20 minutes of remarks followed by 15-20 minutes of arm chair style discussion with Karen Harbert, president and CEO, U.S. Chamber of Commerce's Energy Institute
Speaker Requested:	Administrator Scott Pruitt
Would You Consider a Surrogate:	No
Event Location:	U.S. Chamber of Commerce 1615 H Street NW Washington, DC 20062 Telephone: 202-463-5829 Hall of Flags (name of the ballroom the event will take place)
Open Press/Closed Press:	Open
Is Event Webcast/Recorded/Transcribed:	Live webcast
Purpose of the Event:	10 th Anniversary of the Energy Institute
Speech Topic:	The conference will highlight the rapid and positive developments in the U.S. energy since the Institute was founded, examine future developments and innovations, and showcase energy as a solution and a key driver of economic growth. Our team is ready to work with Administrator Pruitt's staff on his speech topic.
Requested Presentation Format:	Keynote
Dress Code:	Business
Speech/Presentation Duration:	Flexible but suggest 20 minutes of keynote remarks followed by 20 minutes arm chair style discussion with Karen Harbert (president and CEO, U.S. Chamber's Energy Institute)
Teleprompter Available:	Yes
Microphone / Room Setup:	Room set up will be table rounds. Podium or lavalier microphone available
Event Sponsor:	U.S. Chamber of Commerce
Relationship to the EPA:	None



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Event Agenda/Program:

Details forthcoming

Honorable Guests Attending:

Audience is comprised of senior business leaders, associations, academia, nonprofits, press, local, state, and federal policymakers and regulators

Notable Federal, State or Local Appointed or Elected officials attending:

Confirmed speakers forthcoming

Individual Introducing Administrator:

Karen Harbert, president and CEO, U.S. Chamber of Commerce's Institute for 21st Century Energy

Person to contact for speechwriting purposes:

Matt Koch
mkoch@uschamber.com
Office: 202-463-5811
Cell: 202-577-1218

Person to contact for media purposes:

Matt Letourneau
mletourneau@uschamber.com
Office: 202-463-5945
Cell: 202-341-8244

Origin of Invitation:

Leila Getto
lgetto@uschamber.com
Office: 202-463-5829
Cell: 301-651-1441

Day of Event Point of Contact:

Leila Getto
lgetto@uschamber.com
Office: 202-463-5829
Cell: 301-651-1441

Security Contact:

Tom Sittner
tsittner@uschamber.com
Office: 202-463-3123
Cell: 301-672-5829

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

The U.S. Chamber of Commerce is a tax-exempt 501(c)(6) organization. It maintains a separate segregated fund (i.e., a 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 currency value?

No

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

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