

**To:** Getto, Leila[LGetto@uschamber.com]  
**Cc:** scheduling@ios.doi.gov[scheduling@ios.doi.gov]  
**From:** caroline\_boulton@ios.doi.gov  
**Sent:** 2017-04-06T08:34:16-04:00  
**Importance:** Normal  
**Subject:** Re: Speaking Invitation from U.S. Chamber of Commerce ...  
**Received:** 2017-04-06T08:34:24-04:00  
[Event Proposal Information Form.docx](#)

Hi Leila,  
Thanks for sending the request; apologies for the delay in response!

Would you be able to fill out our office's event request form and return it to us?

Thank you,  
Caroline

On Mon, Mar 27, 2017 at 11:05 AM, Getto, Leila <[LGetto@uschamber.com](mailto:LGetto@uschamber.com)> wrote:

Attached is a speaking invitation to Secretary Zinke from Tom Donohue, president and CEO, U.S. Chamber of Commerce. 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](mailto:lgetto@uschamber.com)*

*Website: [www.energyxxi.org](http://www.energyxxi.org)*

**To:** 'caroline\_boulton@ios.doi.gov'[caroline\_boulton@ios.doi.gov]  
**From:** Getto, Leila  
**Sent:** 2017-04-10T14:27:43-04:00  
**Importance:** Normal  
**Subject:** RE: Speaking Invitation from U.S. Chamber of Commerce ...  
**Received:** 2017-04-10T14:28:45-04:00

Thanks Caroline! I'll get this back to you asap. Are you the right person for me to reach out to for a meeting request as well this is a separate request from the event?

*Leila Getto  
Institute for 21st Century Energy  
U.S. Chamber of Commerce  
Direct: 202-463-5829  
Cell: 301-651-1441*

**From:** caroline\_boulton@ios.doi.gov [mailto:caroline\_boulton@ios.doi.gov] **On Behalf Of** SIO, Scheduling  
**Sent:** Thursday, April 06, 2017 8:34 AM  
**To:** Getto, Leila  
**Cc:** scheduling@ios.doi.gov  
**Subject:** Re: Speaking Invitation from U.S. Chamber of Commerce ...

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**To:** Getto, Leila[LGetto@uschamber.com]  
**Cc:** Scheduling SIO[scheduling@ios.doi.gov]  
**From:** Boulton, Caroline  
**Sent:** 2017-04-10T15:24:28-04:00  
**Importance:** Normal  
**Subject:** Re: Speaking Invitation from U.S. Chamber of Commerce ...  
**Received:** 2017-04-10T15:25:01-04:00  
[Meeting Proposal Information Form.docx](#)

Hi Leila,

We do have a separate form for meeting requests that I've attached (it's shorter!). All requests should be directed to our cc'ed scheduling email.

Thanks!  
Caroline

On Mon, Apr 10, 2017 at 2:27 PM, Getto, Leila <[LGetto@uschamber.com](mailto:LGetto@uschamber.com)> wrote:

Thanks Caroline! I'll get this back to you asap. Are you the right person for me to reach out to for a meeting request as well this is a separate request from the event?

*Leila Getto*

*Institute for 21st Century Energy*

*U.S. Chamber of Commerce*

*Direct: 202-463-5829*

*Cell: 301-651-1441*

**From:** [caroline\\_boulton@ios.doi.gov](mailto:caroline_boulton@ios.doi.gov) [mailto:[caroline\\_boulton@ios.doi.gov](mailto:caroline_boulton@ios.doi.gov)] **On Behalf Of** SIO, Scheduling  
**Sent:** Thursday, April 06, 2017 8:34 AM  
**To:** Getto, Leila  
**Cc:** [scheduling@ios.doi.gov](mailto:scheduling@ios.doi.gov)  
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Caroline Boulton  
Department of the Interior  
Scheduling & Advance

Caroline Boulton@ios.doi.gov | Scheduling@ios.doi.gov