

**To:** Keith, Jennie[Keith.Jennie@epa.gov]  
**Cc:** Hupp, Sydney[hupp.sydney@epa.gov]  
**From:** Alicia Brooks  
**Sent:** Mon 5/15/2017 3:04:25 PM  
**Subject:** RE: ETHICS QUESTIONS - EPA Administrator' Attendance at Ford's Theatre Annual Gala - June 3-4, 2017

Good morning Jennie,

I hope you're well!

The *Ford's Theatre Society Annual Gala* is a full weekend of events that takes place over two days. Guests who purchase tickets are purchasing for the entire weekend of events, and do not have the option to pay for each event "a la carte." The fair market value for one ticket for the full weekend of events is \$500.

Please let me know if I can be of additional assistance. We would be delighted to welcome Administrator and Mrs. Pruitt to the event.

Best,

Alicia

**From:** Keith, Jennie [mailto:Keith.Jennie@epa.gov]  
**Sent:** Friday, May 12, 2017 4:30 PM  
**To:** Alicia Brooks  
**Cc:** Hupp, Sydney  
**Subject:** ETHICS QUESTIONS - EPA Administrator' Attendance at Ford's Theatre Annual Gala - June 3-4, 2017

Hi Alicia,

I provide ethics advice to EPA Administrator Pruitt and for gift reporting purposes, would you

be able to provide a cost/person estimate for each of the events in your invitation? If there is no cost/person estimate, we will also accept a market value estimate which includes an aggregate cost of food, beverages, entertainment, and any other tangible benefits (e.g., valet parking, gift bag, tips, etc.) per person.

There is no ethics issue with the Administrator's attendance; however, as I provide ethics advice only, it will be the EPA Scheduling Office that is able to confirm his attendance (cc'd to this email).

Thanks!

Jennie for EPA Ethics

202-564-3412

Jennie Keith | Ethics Officer | Office of General Counsel | US EPA | Mail Code 2311A | Room 4313 North, William Jefferson Clinton Federal Building | Washington, DC 20460 (for ground deliveries, use 20004 for the zip code) | phone 202-564-3412 | fax 202-564-1772

**From:** Hupp, Sydney  
**Sent:** Friday, May 12, 2017 1:29 PM  
**To:** Keith, Jennie <[Keith.Jennie@epa.gov](mailto:Keith.Jennie@epa.gov)>  
**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>  
**Subject:** FW: Ford's Theatre Annual Gala - June 3-4, 2017

For approval.

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Alicia Brooks [<mailto:abrooks@fords.org>]  
**Sent:** Friday, May 12, 2017 11:33 AM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Subject:** Ford's Theatre Annual Gala - June 3-4, 2017

Good morning,

I'm reaching out regarding the invitation for Administrator and Mrs. Pruitt to attend the *Ford's Theatre Annual Gala* on June 3-4, 2017. A formal invitation has been sent; a pdf of the invitation and a full schedule of events is also attached for your reference. We would be delighted to have them join us for any or all of the weekend they might be available for. Please contact me with any questions or should you need additional information.

Best,

Alicia

**Alicia Brooks**

**Special Events Manager**

**Ford's Theatre | Where Lincoln's Legacy Lives**

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