

To: Hupp, Millan[hupp.millan@epa.gov]
From: Juli Nix
Sent: Fri 3/17/2017 4:02:45 PM
Subject: March 31st Federalist Society Lunch
EPA Event Request Form.docx

Millan,

Thank you for taking the time to speak to me today. Please see the attached event form.

The lunch will be held at Tony Cheng's at 619 H Street in Chinatown (on the 3rd floor and there is no elevator). The event usually begins at 12:00 noon, with lunch being served. Usually, the speaker arrives at about 11:55 a.m., is seated at the head table, and has lunch before the address. Mr. Pruitt will be introduced at about 12:45 - 50 by our D.C. Chapter President, Doug Cox, of Gibson Dunn. Mr. Pruitt's address should last about 15 - 20 minutes; the address is usually followed by informal questions from the audience. This lunch is a more casual lunch than we usually do and the venue does not have microphones for the audience. The event ends no later than 1:30 p.m.

We will begin promotion for this event, as it is coming up in the next couple of weeks. Leonard Leo described the topic to me as "Reflections on the EPA and the Administration's Regulatory Agenda."

As discussed, we will not advertise this event directly to press, but sometimes they do hear about it and ask to come. We will let all press know that this event is not open to press and is off the record.

Please let me know what guest/staff Mr. Pruitt plans to bring to the lunch, just so we can be sure to reserve a seat. Please also let me know if any of Mr. Pruitt's guests should be seated at the head table with him. I ask this only because many times our speakers will bring a staffer who does not sit at the head table with them; he is more than welcome to have one guest seated with him at the head table.

If you have any further questions or concerns, please don't hesitate to contact me; I can be reached by email or at 202-810-8652. On the day of the event, I will be the contact person and can be reached at 571-217-7094, which is my cell.

Best,

Juli

Juli A. Nix
Director, Conferences
The Federalist Society
1776 I Street, N.W.
Suite 300
Washington, D.C. 20006
202-810-8652--Direct Office
202-810-8653--Direct Fax

202-822-8138--Main Office
202-296-8061--Main Fax
www.fed-soc.org

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 Federalist Society

Name of Event: D.C. Luncheon

Date of Event: Friday, March 31st, 2017

Type of Event (banquet, lecture, panel discussion, etc.): Luncheon with stand-alone speaker

Role of the Administrator: Speaker

Approximate time will the Administrator's Remarks Begin (example 9:00 am): 12:45 pm

Expected length of the Administrator's remarks: 15-20 minutes

Will there be Q&A? If so, for how long and who from? Ex: press, attendees: approx.. 20 minutes Q&A with audience, Mr. Pruitt will call on audience from the podium and they will ask questions from their seats. Press will only be allowed to attend the lunch if Mr. Pruitt wants them to attend.

Event begins (example 9:00 am): 12:00 noon

Event ends (example 9:00 am): 1:30 p.m.

Event address (please include room name or number if applicable): Tony Cheng's, 619 H Street, 3rd Floor

Will there be a hold room for the Administrator? (please include room name and/or number): No

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

Douglas Cox, Partner, Gibson Dunn and Crutcher and President, D.C. Chapter, The Federalist Society

Approximate size of the audience. Please also include a brief description of the makeup of the audience (*attorneys, business owners, veterans, students etc.*): Usually 100 – 120 attendees, room can accommodate more. The audience will be made up mostly of lawyers.

Please indicate your request for the topic of the Administrator's remarks, if applicable: recap of President's top priorities in the environmental area

Please list any special guests, elected officials, or other dignitaries who are invited or are expected to attend: N/A

Please list any other speakers at this event: None, other than intro by Doug Cox

Is this event open to the media?: That is up to Mr. Pruitt. Usually the event is not open to press, but if you would like us to allow press, we can. Please let us know.

Please list a point of contact for the day of the event, including a cell phone number and e-mail address for the contact: Juli Nix, (c) 571-217-7094, juli.nix@fedsoc.org

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: Juli Nix, (c) 571-217-7094, juli.nix@fedsoc.org, Dean Reuter, (c) 703-597-4638, dean.reuter@fedsoc.org

Please list any special information or directions, such as ongoing construction, specific points of entry, or parking instructions, about the event or location: Please arrive at Tony Cheng's at 619 H. Street, come in glass double doors. There are stairs on the right side of the lobby which lead up to the third floor; there is no elevator at the restaurant. Please come up to the third floor and let the registration desk know you are there, Mr. Pruitt will be directed to the head table.

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: 202-371-8669, Sam

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

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: There are no co-sponsors for this event

Please provide the security contact if contracted or head of security for event location: There is no head of security for the venue