



Event Information Request Form

Thank you for your interest in hosting the U.S. Secretary of Energy at your event. To ensure that the appropriate individual within the Department of Energy is participating in your event and because the Office of the Secretary is committed to maintaining the highest ethical standards, we need the information requested below before we can agree to confirm a speaker.

Please respond to the questions below and send your response to the.secretary@hq.doe.gov.

If you have any questions you may contact the Secretary's Scheduling Office at 202-586-5534.

Title of the Event (please note if the event is a weekly, monthly, annual, etc.):	West Virginia Coal Association Annual Meeting
Date of Event (please note if the date is flexible):	August 7-9, 2025
Event Location (venue, address, city and state/country):	Greenbrier Resort, 101 West Main St. White Sulphur Springs, WV 24986
Point(s) of Contact (Name, Email, Phone):	Chris Hamilton. chamilton@wvcoal.com – 304-342-4153
Briefly describe the event in detail including the purpose and desired role of the Secretary (i.e. deliver keynote remarks, attend an event, meet with attendees etc.):	Provide Coal Association members on Trump administration policies regarding coal and energy; coal permitting and coal consumption
Is the event a fundraiser? If yes, please explain who it is benefiting (i.e. specific charity, a political candidate, etc.):	no
Audience	
Approximately how many people are expected to attend the event?	100-150
Please describe the target audience of the event (elected officials, local community leaders, academics, industry representatives, public sector representatives, etc.).	Coal industry senior management (CEOs, COOs, General Counsels, owners). Supporting service industry senior management. Senior state elected office holders and appointed agency managers (Division of Environmental Protection, Public Service Commission, etc.)
Will the attendees at the event include persons with a diversity of views or interests, or representatives from throughout an industry or profession, or the range of persons interested in a matter? (If yes, please describe.)	no

Is the event open to the public (this includes ticketed individuals)? If not, please describe who is privately invited.	No, this is for our members only.
Who are other VIPs or speakers <u>confirmed</u> and in what role?	We are currently inviting our speakers.
Who are other VIPs or speakers <u>invited</u> ?	West Virginia Governor Patrick Morrisey; West Virginia Senators Shelly Moore Capito and Jim Justice; West Virginia Representatives Carol Miller and Riley Moore; State Senate President Randy Smith, House of Delegates Speaker Roger Hanshaw; WV Department of Environmental Protection Secretary Harold Ward
Remarks	
If you are requesting remarks, are there any specific issues you would like the Secretary to highlight/address in his remarks?	New Energy & Coal Initiatives and DOE's energy mission
What is the desired format of his remarks (will he be delivering the keynote, sharing the stage, participating in a panel or roundtable, etc.)?	Keynote or presentation. We will accommodate what you would like to do.
What is the public registration/ticket fee to attend/participate in the event?	Our speakers are free of charge.
Will there be a teleprompter available? Will there be a podium?	There will be a both available
Communications/Press	
Is the event open or closed to press?	Closed, unless requested by the Agency or Secretary
If open, are you expecting local, state, or national news coverage?	If you choose it to be open we will have local and state news coverage.
If this is an annual event, which news outlets typically cover the event?	The press only attends when invited
Will you be advertising or live streaming the event on any social media outlets or websites? (If yes, please explain.)	No, we will not be advertising or live streaming this event.
Logistics/Other*	
If this invitation includes any gifts to the Secretary (e.g., waived registration/conference event fee; meals or refreshments; receptions or other entertainment; informational materials; award; transportation; memento or token of appreciation), please identify them and provide	Courtesy gift. Less than 50.00 We have a reception on Thursday the 7 th which is based on the consumption of drinks and on Friday the 8 th we will have a reception and dinner which is approximately 75.00 per person based on last year's bill. Finally on Saturday the 9 th we will have our

their monetary value. Please also identify how the value was determined. (Please attach separate sheet if necessary.)	Brunch which is a buffet style that costs approximately 50.00 dollars a person based on last year's bill.
Does the invitation extend to the Secretary's spouse or other guest? If yes, will others in attendance generally be accompanied by a spouse or other guest?	Yes, you may bring with you whomever.
Will the Secretary be asked to sign a speaking/participation agreement or release related to this event? If so, please provide a copy.	No
If the Secretary is not able to attend, is a surrogate desired? If yes, anyone specific?	Yes, Deputy Secretary or his assistant
Any additional notes or information?	
Event Host and Sponsor	
Who is the <u>event host</u> ? (Please identify and provide background on the Event host as well as any other organization involved in the Event.)	West Virginia Coal Association. We were founded in 1915, and our primary purpose is to promote the betterment of the state's leading industry.
<u>Event host</u> website/url.	www.wvcoal.com
Is the <u>event host</u> a registered lobbyist or lobbying organization, and/or registered under the Foreign Agents Registration Act? (If yes, please identify.)	The WVCA is a non-profit 501 C which is a state lobby organization.
Is the <u>event host</u> a partisan political candidate, a representative of a political party or a registered political action committee (PAC)? (If yes, please identify.)	No, but the WV Coal Association administers a Corporate Political Action Committee. (West Virginian's For Coal)
Is the <u>event host</u> a 501(c)(3) organization or a media organization? (If yes, please identify.)	501© (3)
Is the <u>event host</u> seeking or currently have any business interests with the Department such as permits, contracts, litigation, grants, etc.? (If yes, please describe.)	None
Who are the <u>sponsors</u> of the event? Please identify and provide background information on the individual and/or entity.	WV Coal Association Trade organization.
Are any event <u>sponsors</u> seeking or do they currently have any business interests with the Department such as permits, contracts, litigation, grants, etc.? (If yes, please describe.)	None

With which Bureau or Agency does your agenda most align? Please list all, if more than one.	US Department of Labor and Department of Interior
Partisan Political Candidate or Elected Official Participation	
Will any partisan political candidate or elected official participate in the event? If so, please identify and explain role.	We invite WV's Governor, Board of Public Works, and WV Congressional Candidates.
Is the coordination of any elected official's involvement being handled solely by their official staff, or is there any campaign staff involvement or coordination?	No Campaign staff involved
If a candidate for office or elected official is participating in the event, is the event taking place in their respective district/jurisdiction, and will the entire delegation for the respective district/jurisdiction(s) been invited? If not, please explain.	WV's entire Congressional office holders are invited as well as our US Congress representatives and Senators.

***IMPORTANT NOTE: The purpose of these questions is to elicit information relevant to the ethics analysis and is not a solicitation or request for anything of value by the Department or any of its employees.**