

Message

From: Kunding, Kelly [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=E3C9A5D16E2244079E222F342BF9992F-KUNDINGER,]
Sent: 2/20/2018 3:05:56 PM
To: Samantha McDonald [SMcDonald@ipaa.org]
CC: Bennett, Tate [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1fa92542f7ca4d01973b18b2f11b9141-Bennett, E]
Subject: Re: EPA Walkthrough?

Good morning Samantha -

Thank you for checking in. I am going to be out of the office tomorrow but can try to arrange a walk-through on Thursday. If Thursday works for you and your team, please let me know and I will check the availability of the room we will be hosting the event in.

Thanks,

Kelly

On Feb 20, 2018, at 9:16 AM, Samantha McDonald <SMcDonald@ipaa.org> wrote:

Good morning!

Just checking in on this again. Would someone on our team be available to show four members of our team how to check in and where the room will be located? Wednesday afternoon works best for us, but we can be flexible.

Those that will be attending from IPAA will be:

Tina Hamlin
Dan Naatz
Brittany Green
Samantha McDonald

From: Samantha McDonald
Sent: Thursday, February 15, 2018 3:49 PM
To: 'Bennett, Tate' <Bennett.Tate@epa.gov>; Kunding, Kelly <kunding.kelly@epa.gov>
Subject: EPA Walkthrough?

Tate and Kelly,

I hope this note finds you well. Things are coming together for our Congressional Call Up and I wanted to circle back on your invitation to come see the room. Would you be available to do a walk-through with a few members of our team so we could see the location of our EPA meetings and so we could familiarize ourselves with the check-in procedures prior to guiding our large group through? Sometime around 2:30PM next Wednesday, February 21st would work for us, though we are bit flexible.

We are looking forward to the event and really appreciate all of your help bringing this together.

Sam

Samantha McDonald
Director of Government Relations
Independent Petroleum Association of America
Ex. 6 / Visit IPAA / Visit ESA Watch
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