

Message

From: Laura Kasch [lkasch@afsinc.org]
Sent: 10/5/2017 2:03:45 PM
To: Lovell, Will (William) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3b150bb6ade640f68d744fadcb83a73e-Lovell, Will]
Subject: RE: 29th AFS EHS Conference Speaker Confirmation

Thanks Will!

Laura

From: Lovell, Will (William) [mailto:lovell.william@epa.gov]
Sent: Wednesday, October 04, 2017 1:18 PM
To: Laura Kasch <lkasch@afsinc.org>
Subject: RE: 29th AFS EHS Conference Speaker Confirmation

Hello, Laura,

Please find attached a copy of the PowerPoint presentation that Brittany will present. We will let you know if we make any changes.

Thank you,
Will

From: Laura Kasch [mailto:lkasch@afsinc.org]
Sent: Friday, September 15, 2017 3:06 PM
To: Bolen, Brittany <bolen.brittany@epa.gov>; Lovell, Will (William) <lovell.william@epa.gov>
Cc: 'doman@haleyaldrich.com' <doman@haleyaldrich.com>
Subject: 29th AFS EHS Conference Speaker Confirmation
Importance: High

Dear Brittany,

Thank you for accepting our invitation to speak at the **29th Environmental, Health & Safety Conference** to be held October 31-November 2, 2017 at Hyatt Regency Birmingham – The Wynfrey Hotel. Attached is the latest version of the agenda. You will be afforded full complimentary registration to the conference.

To facilitate the publication of the conference proceedings and speaker information, please send us the following **on or before September 29, 2017**:

- 1) **Email me a copy of your PowerPoint presentation.** You can use the attached AFS template OR the official template of your agency.
 - If your presentation is over 10 megabytes, please upload to our FTP site:
<http://www.afsinc.net/uploadsite/index.asp>. Username: consultant; Password: safe
- 2) **Submit your speaker bio form here:**
 - <https://americanfoundrysociety.wufoo.com/forms/2017-ehs-conference-speaker-form/>

Here are a few details to help your planning:

Hyatt Regency Birmingham
The Wynfrey Hotel
1000 Riverchase Galleria

Birmingham, AL 35244

AFS Room Rate \$149 Standard / Double Guestroom
 \$169 Standard / Double – Regency Club*

AFS Room Rate includes complimentary internet in guest rooms and meeting space.

**Regency Club accommodations are located on restricted access floors and include private Concierge, continental breakfast and evening hors d'oeuvres in a private lounge.*

Reservations must be made no later than, **Friday, October 6**. Click this link to reserve a room at the conference rate:
<https://aws.passkey.com/go/AmericanFoundrySocietyOct2017>.

Check-in time begins at 3:00 p.m. / Check-out time is 12:00 p.m.

The Hotel will extend the conference rate up to 2 days prior and/or 2 days following the conference arrival and departure dates, based on room and rate availability.

Airport Transportation

The Hyatt Regency Birmingham – The Wynfrey Hotel provides **complimentary** airport transportation for individuals. Reservations are **REQUIRED**.

Parking

Registered overnight guests will be provided parking in the hotel garage at the daily discounted rate of \$10 and valet parking is available at \$12 per day.

Again, thank you for agreeing to speak and for your prompt attention to this request. Your presence and materials are vital to the success of the conference. If you have any questions, please don't hesitate to contact me.

Sincerely,

Laura J. Kasch

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