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**From:** Diamant, Adam [ADiamant@epri.com]  
**Sent:** 11/2/2017 4:38:57 PM  
**To:** Lovell, Will (William) [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3b150bb6ade640f68d744fadcb83a73e-Lovell, Wil]  
**CC:** Kime, Robin [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7ef7b76087a6475b80fc984ac2dd4497-RKime]; Hunter, David [DHUNTER@epri.com]  
**Subject:** RE: Action Requested -- Speaker Information for EPRI 2016 Seminar (Nov 2-3, 2016; Washington D.C.)

Hi Will,

That's fine. Please let me know if you need anything further from EPRI or I. We look forward to hearing Samantha's talk next Wed, Nov 8.

Best regards,

Adam

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**From:** Lovell, Will (William) [mailto:lovell.william@epa.gov]  
**Sent:** Thursday, November 02, 2017 9:27 AM  
**To:** Diamant, Adam <ADiamant@epri.com>  
**Cc:** Kime, Robin <Kime.Robin@epa.gov>  
**Subject:** [EXTERNAL] RE: Action Requested -- Speaker Information for EPRI 2016 Seminar (Nov 2-3, 2016; Washington D.C.)

Good afternoon, Adam,

Samantha Dravis will not use a PowerPoint for her speech. Please find attached her professional biography.

Thank you,  
Will

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**From:** Diamant, Adam [mailto:ADiamant@epri.com]  
**Sent:** Tuesday, October 31, 2017 5:58 PM  
**To:** Diamant, Adam <ADiamant@epri.com>  
**Subject:** Action Requested -- Speaker Information for EPRI 2016 Seminar (Nov 2-3, 2016; Washington D.C.)

Dear EPRI Seminar Speakers,

My EPRI colleagues and I are looking forward to seeing all of you next week at **EPRI's 2017 Annual Seminar on Fuels, Power Markets and Resource Planning on Wed-Thurs, Nov 8-9, 2017**. The seminar will take place at the **EPRI Washington DC office** located at **1325 G Street NW, Suite 1080 Washington, DC 20005** (phone: **Ex. 6**)

**Ex. 6**. The Seminar starts at 8:30 am Wednesday and adjourns at 1:00 pm on Thursday.

Below is important information about the seminar. **It would be helpful if you can take care of the administrative issues below as soon as possible if you have not already done so:**

1. Registration – **Please register online asap here** -- <http://www.cvent.com/d/ctqk5x/1Q>.
2. Agenda – The draft final agenda is attached for your review. Please let me know if you would like me to revise the spelling of your name or your organizational affiliation.

3. Presentations – We encourage you to accompany your remarks with a short PowerPoint presentation. **Please send me your draft final presentation COB Thurs, Nov 2.** If necessary, you can bring your final presentation with you to the Seminar on an USB “stick”
4. Biographical Sketch – Please send me a short (less than one page) personal biographical sketch, so I can properly introduce you at the Seminar. We also will provide these bios to each of the participants.
5. EPRI Copyright Authorization – On the seminar online registration page, EPRI will request you to sign an EPRI Copyright Authorization form to allow us to post your presentation online after the event on EPRI's website. By agreeing to this authorization, you will make it possible for your presentation to be made available to the seminar participants, and members of EPRI's Energy and Environmental Analysis research programs. Thank you in advance for considering this when you register.

If you need any further information about the seminar, please contact me. My colleagues and I look forward to seeing each of you next week in Washington, D.C.

Warm regards,

Adam

**Adam Diamant**

Technical Executive

Electric Power Research Institute (EPRI)

Energy and Environmental Analysis Program

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