ADMINISTRATOR PRUITT SPEAKER REQUEST FORM
U.S. Environmental Protection Agency

Deadline for Acceptance:	As soon as possible
Event Title:	10th Anniversary Energy Summit
Speech Date:	Tuesday, June 20, 2017
Is the Above Date Flexible:	No
Speech Time & Duration:	We are flexible on the exact time of day of Administrator Pruitt's speech and the exact length to be his preferred format. But we recommend 15-20 minutes of remarks followed by 15-20 minutes of arm chair style discussion with Karen Harbert, president and CEO, U.S. Chamber of Commerce's Energy Institute
Speaker Requested:	Administrator Scott Pruitt
Would You Consider a Surrogate:	No
Event Location:	U.S. Chamber of Commerce 1615 H Street NW Washington, DC 20062 Telephone: 202-463-5829 Hall of Flags (name of the ballroom the event will take place)
Open Press/Closed Press:	Open
Is Event Webcast/Recorded/Transcribed:	Live webcast
Purpose of the Event:	10th Anniversary of the Energy Institute
Speech Topic:	The conference will highlight the rapid and positive developments in the U.S. energy since the Institute was founded, examine future developments and innovations, and showcase energy as a solution and a key driver of economic growth. Our team is ready to work with Administrator Pruitt's staff on his speech topic.
Requested Presentation Format:	Keynote
Dress Code:	Business
Speech/Presentation Duration:	Flexible but suggest 20 minutes of keynote remarks followed by 20 minutes arm chair style discussion with Karen Harbert (president and CEO, U.S. Chamber's Energy Institute)
Teleprompter Available:	Yes
Microphone / Room Setup:	Room set up will be table rounds. Podium or lavalier microphone available
Event Sponsor:	U.S. Chamber of Commerce
Relationship to the EPA:	None

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Event Agenda/Program:	Details forthcoming
Honorable Guests Attending:	Audience is comprised of senior business leaders, associations, academia, nonprofits, press, local, state, and federal policymakers and regulators
Notable Federal, State or Local Appointed or Elected officials attending:	Confirmed speakers forthcoming
Individual Introducing Administrator:	Karen Harbert, president and CEO, U.S. Chamber of Commerce's Institute for 21st Century Energy
Person to contact for speechwriting purposes:	Matt Koch mkoch@uschamber.com Office: 202-463-5811 Cell: Ex. 6 - Personal Privacy
Person to contact for media purposes:	Matt Letourneau mletourneau@uschamber.com Office: 202-463-5945 Cell: Ex. 6 - Personal Privacy
Origin of Invitation:	Leila Getto lgetto@uschamber.com Office: 202-463-5829 Cell: Ex. 6 - Personal Privacy
Day of Event Point of Contact:	Leila Getto lgetto@uschamber.com Office: 202-463-5829 Cell: Ex. 6 - Personal Privacy
Security Contact:	Tom Sittner tsittner@uschamber.com Office: 202-463-3123 Cell: Ex. 6 - Personal Privacy
Is the organization or host of the event a registered 501(c)(3), (4), or has a 527 Political Action Committee (PAC):	The U.S. Chamber of Commerce is a tax-exempt 501(c)(6) organization. It maintains a separate segregated fund (i.e., a PAC).
Will there be a presentation of a "gift" to the Administrator?	No
If so, what is the US currency value of the gift?	N/A
Will a meal be provided, if so what is the US currency value?	No

Please return this form completed to scheduling@epa.gov and Sydney Hupp (hupp.sydney@epa.gov).