

To: Bakst, Daren[daren.bakst@heritage.org]
Cc: Gareth Rees[gareth_rees@ios.doi.gov]
From: Dermody, Matthew
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Daren,

It was great talking with you today about the Deputy Secretary's participation in the September 10 event.

I have included Gareth who handles David schedule on this email. Gareth will send you a copy of the Meeting Request form our office uses to help clear event requests through our Ethics process. If you can fill in the details of the event (both components as we discussed) and send it back to him, we can begin the clearance process.

Please let us know if you have any questions.

Thanks,

Matthew Dermody
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NOTE: Every email I send or receive is subject to release under the Freedom of Information Act.