

REVIEW OF OFFICIAL EVENT WITH A CANDIDATE OR CLOSE TO AN ELECTION

*Submit to the Ethics Law and Programs Division **no later than one week before the event** for (1) any event at which a candidate will be present, including a candidate seeking reelection or (2) any public event within 90 days of the election.*

Name, Phone Number, and Email of Person Who Filled Out This Form: _____

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1. Name and title of participating PAS: _____
 2. Describe the event and the reason for holding it. _____

 3. Where is the event taking place? _____
 4. If outside the Washington, D.C. area, has the official been on Government travel to this area during the past year? Yes No
If "yes," how many times? _____
 5. When is the event taking place? _____
 6. Will a candidate (including an incumbent) be at the event? Yes No
If "yes," describe the candidate's role at the event. _____

 7. Who invited the PAS to attend? (campaign staff, congressional staff, the political party, agency officials, or others): _____

 8. Did the candidate request the PAS to attend the event? Yes No
 9. What is the PAS's reason for attending the event? _____

 10. Is the event open to the media? Yes No
 11. Will anyone at the event make remarks in support of the candidate? Yes No
 12. Will party officials or donors be present at the event? Yes No
 13. Will it be used to announce a new grant, waiver, or other final agency action, but for which the announcement was delayed?
Yes No If "yes," please explain the reason for the delay.

 14. Please provide a copy of any remarks to be made by the Department official.
 15. Please provide any other information about the origin, nature, or purpose of the event which would be relevant to determine whether the event is official.

