



**Department of Energy**  
Washington, DC 20585

March 20, 2013

You are cordially invited to attend the Department of Energy's Fiscal Year 2014 Budget presentation on Monday, April 8, 2013, in the large auditorium of the Forrestal Building, 1000 Independence Avenue, SW, Washington, DC 20585.

- 12:30 – 1:15 p.m. Main lobby reception/badging desk opens
- 1:30 – 2:00 p.m. Secretary's Budget Presentation
- 2:15 – 3:00 p.m. Programmatic Breakout Sessions

A detailed agenda will be provided when you check-in for the event.

To facilitate your entry into the Department, we are pre-registering all attendees. Please confirm your attendance with a reply e-mail to ([Diane.Meck@hq.doe.gov](mailto:Diane.Meck@hq.doe.gov)), providing your name, affiliation, and the name of any others in your organization who plan to attend with you. Due to space limitations, we ask all organizations to hold their participants to no more than two people. To be pre-registered, we must receive your e-mail reply by **close of business, Monday, April 1, 2013.**

Those who are pre-registered will be required only to show a government-issued photo ID and sign in. Those not pre-registered are also welcome, but will have to go through the normal security entry process. We also ask that you not bring any cameras or electronic equipment into the building. If you do, you will be asked to check these at a security desk in the lobby.

Due to the shortness of time, we will not be able to generate the necessary clearances to accommodate foreign nationals. Attendance is limited to **U.S. citizens only.**

We look forward to your joining the Secretary on April 8, 2013.

