



Host Event Information

Chapter: CSRA Metrolina Midlands PDLC Upstate

Company:

Location:

Special instructions - parking/entrance/etc.

Date: _____ **Time:** _____

Max # of Attendees:

PPE Requirements:

Topic:

Description:

Agenda:	1:00-1:15	Arrival/Introductions
	1:15-2:00	Presentation
	2:00-3:00	Plant Tour
	3:00-3:30	Plus/Delta, Q&A, Feedback, OpExChange business

Return this form to OpExChange@scmep.org