



## U.S Congressman Sam Graves

Please complete this Schedule Request Form and return,  
preferably by fax or e-mail.

Date of event: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Time (Beginning & Ending): \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

Describe Organization (Briefly): \_\_\_\_\_

\_\_\_\_\_

Contact Person, Phone Number & E-mail address: \_\_\_\_\_

Location (Place, address, city): \_\_\_\_\_

What will take place at this event? \_\_\_\_\_

\_\_\_\_\_

What will be Congressman Graves' role in this event? \_\_\_\_\_

\_\_\_\_\_

Are there any specific issues you would like discussed? \_\_\_\_\_

\_\_\_\_\_

Who will be attending this event? Please list titles of individuals and where they are from  
(cities, counties) in MO. \_\_\_\_\_

For Missouri Scheduling Requests,  
please return to Buffy Smith:  
113 Blue Jay Drive, Suite 100  
Liberty, MO 64068  
816-792-3976 (phone)  
816-792-0694 (fax)  
buffy.smith@mail.house.gov

For Washington, D.C. Scheduling Requests,  
please return to Sarah Woodward:  
1513 Longworth House Office Building  
Washington, D.C. 20515  
202-225-7041 (phone)  
202-225-8221 (fax)  
sarah.woodward@mail.house.gov