RE-2 Employee Post Travel Disclosure of Travel Expenses

RECEIVED
SECRETARY OF THE SEN
PUBLIC RECORDS
2024 MAY -6 PM 4:45

Date/Time Stamp

Post Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.**This form is a public disclosure. The form and all attachments will be made publicly available.**

Certification:*In compliance with the Regulations Governing Privately Sponsored Travel, Senate Rule 35, and the Honest Leadership and Open Government Act of 2007, I certify that I accepted the following gift of privately sponsored travel:*

Private Sponsor(s):
Microsoft Corporation

Travel Dates:
04/25/2024 to 04/26/2024

Name of accompanying family member (if any):

Relationship to Traveler:

Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
$1,600.00	$358.00	$79.00	$0.00

I also certify that attached to this form are all required documents for post travel disclosure, including:

- **The final Employee Pre-Travel Authorization** (Form RE-1)
- The final **Private Sponsor Travel Certification Form** with all attachments
- The final invitation
- The final approved itinerary

Finally, I certify that all trip information reflected in the attachments above accurately reflects the travel that I accepted. If there were any changes to the trip after I received approval from the Committee, the changes are described in ATTACHMENT 1.

5/6/24
Date

Katherine Nikas
Printed Name of Traveler

Signature of Traveler

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

5/6/2024
Date

Signature of Supervising Senator/Officer

ATTACHMENT 1 – CHANGES FROM APPROVED PRE-TRAVEL

Note: Material changes to a trip that occur after the Committee has issued an approval letter may invalidate the Committee's approval. Please contact the Committee with any questions regarding changes to an approved trip.

Were there any changes to the pre-approved travel expenses? (Transportation, Meals, Lodging, Other)?

○ Yes ● No

Expense Change	Revised Amount	Explanation
There were no changes to pre-approved travel expenses.		

Were there any changes to the pre-approved itinerary?

○ Yes ● No

Explanation: There were no changes to the pre-approved itinerary.

Were there any additional changes to the pre-approved trip?

○ Yes ● No

Explanation: There were no additional changes to the pre-approved trip.

RE-1 Employee Pre-Travel Authorization

Date/Time Stamp

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220.** Incomplete and late travel submissions will not be considered or approved.

Name of Traveler:
Katherine Nikas

Employing Office/Committee:
JudiciaryREP

Private Sponsor(s):
Microsoft Corporation

Destination(s):
Bellevue, Washington

Travel Dates:

April 24-26, 2024

NOTE: If you plan to extend the trip for any reason you must notify the Committee.

Explain how this trip is specifically connected to the traveler's official or representational duties.

The purpose of this trip is to engage with a major technology company's thought leaders, learn about cutting edge technology, and discuss public policy issues important to the committee. In my role as Staff Director and Chief Counsel (REP) for the Judiciary Committee, I handle and oversee all tech, AI, and cyber policy for the committee which is directly relevant to Microsoft's business.

Do you have an accompanying family member or spouse on this trip?

☐ (signify "yes" by checking box)

Name and Relationship to Traveler:
n/a

I certify that the information contained in this form is true, complete and correct to the best of my knowledge.

4/17/24
Date

Signature of Employee

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER
(President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain)

I Sen Lindsey Graham hereby authorize Katherine Nikas
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate.

☐ (signify "yes" by checking box)

4/17/24
Date

Signature of Supervising Senator/Officer

Microsoft Corporation: Microsoft Congressional Staff Delegation Trip (April 2024)

Katherine Nikas

Title:
Staff Director

Employing Office/Committee:
JUDICIARY REP

Duty Station:
WASHINGTON,DC

Destination(s):
Bellevue, Washington

Explain how this trip is specifically connected to the traveler's official or representational duties:

None

Name of accompanying family member (if any):
Not Entered

Name and Relationship to Traveler:
None

Organization Information

Organization Name
Microsoft Corporation

§501(c)(3) Organization Type
N/A

Address 2 (Optional)
None

Phone Number
+1 (425) 538-7023

Is your organization classified as a §501(c)(3)?
○ Yes ● No

Address
1 Microsoft Way

City, State Zip
Redmond, Washington 98052 United States

Organization URL

History of Congressional Travel

Microsoft hosted one trip in 2023 in June. Microsoft hosted two trips in 2022, one in June and the other in October. Microsoft also hosted a yearly trip between 2015-2019 and previously hosted trips in the early 2000s prior to the pandemic.

Educational Activities

Microsoft hosts various events (forums, receptions, roundtable discussions, internship programs, and tours) on its multiple campuses that educate and bring together business partners, employees, students, and the public focusing on areas of IT innovation, computer science, products/devices, and more.

Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status: *I certify that the sponsor is not a federally registered lobbyist but retain or employ one or more federally registered lobbyists.*

Foreign Agent Registration Status: *I certify that the sponsor is not an agent of a foreign principal but retain or employ one or more agents of a foreign principal.*

Foreign Government Involvement

Foreign Agent Registration Status:

- ● I certify that the sponsor is not a foreign government.
- ● I certify that the sponsor is not an entity that is owned or operated by a foreign government.
- ● I certify that the sponsor does not receive funding from a foreign government.

Comments
None Entered

Signature Page

The signature page is below.

Purpose and Details

Provide a brief description of the trip.

Microsoft is organizing and conducting this trip to highlight innovation, showcase emerging technologies and discussing policy issues important to the technology sector. As the sponsor, Microsoft has planned the agenda, speaker sessions, and tours on the Microsoft Campus along with trip logistics.

Explain how the purpose of the trip relates to your organization's mission.

Microsoft's mission is to empower every person and every organization on the planet to achieve more, particularly through information technology. This trip allows Microsoft to educate and engage Senate Staff on the policy implications of technology, with the goal to empower and enrich the lives of others.

Is your organization the only sponsor for this trip?

● Yes ○ No

Grantmaking Organizations (Optional)

There are no grantmaking organizations.

With or Without Regard for Congressional Participation

The trip is arranged or organized specifically with regard to congressional participation.

Lobbyist/Foreign Agent Involvement in Planning, Organizing, Requesting or Arranging

- ● The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal, other than de minimis involvement.

Lobbyist/Foreign Agent Financing

- ● The trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- ● No funds or in-kind contributions were earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.

Lobbyist/Foreign Agent Accompaniment

Complete if all sponsors are §501(c)(3) organizations

- ○ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ○ The trip is limited to a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip
- ○ The trip is limited to a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

Complete if any of the sponsors is not a §501(c)(3) organizations.

- ○ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ○ The trip is limited to a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip
- ● The trip is limited to a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

  > Due to the distance between Redmond, WA and Washington, DC it is unrealistic to organize without the additional day of accommodations.

Certification of No Recreational Activity and No Alcohol

- ● Travel expenses paid for will not include expenditures for recreational activities.

Travel expenses paid for will not include expenditures for alcohol, except as permitted by the Regulations Governing Privately Sponsored Travel.

Invitees

Members and staff from the House of Representatives will receive invitations.

The list of invitees is below.

Travel Details

Trip Start Date/Time:
04/24/2024 @ 08:50 PM

⇄

Trip End Date/Time:
04/26/2024 @ 07:50 PM

Will the traveler be accompanied by a family member for whom the sponsor will pay travel expenses?

○ Yes ● No

Itinerary

The itinerary is below.

Transportation (Per Member/Officer/Employee: $1,600.00 | Accompanying Family Member: $0.00)

Transportation Type	Class	Amount
Airfare	Coach	$1,500.00
Note Round trip airfare.		
Ground Transportation	Coach	$100.00
Note Round trip shuttle to and from airport and hotel.		

Lodging (Per Member/Officer/Employee: $358.00)

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
04/24/2024	04/26/2024	Bellevue Regency Hyatt	Bellevue	Washington	United States	2	$179.00	Yes

Cost Exceeds Per Diem Reason
The rate selected was the closest to the per diem rate allotment of regional hotels.

Meals (Per Member/Officer/Employee: $79.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
04/25/2024	$10.00	$15.00	$54.00	$0.00	$79.00	Redmond	Washington	United States	No

Reasonable Miscellaneous Expenses (Per Member/Officer/Employee: $0.00)

Expense Type	Amount	Notes

There are no miscellaneous expenses.

Additional Attachments

Document Name

There are no additional attachments.

Name	Office
AJ Burton	Senator Brian Schatz
Alex Sachtjen	Senator John Thune
Alex Sachtjen	Senator John Thune
Alexandra Seymour	US Senate Committee on Commerce, Science, & Transportation
Ali Golden	Senator Peter Welch
Andrew Smith	Senator Tom Carper
Austin Rogers	US Senate Committee on the Judiciary
Beth Spivey	Senator Roger Wicker
Betsy McIntrye	US Senate Committee on Commerce, Science, & Transportation
Bridget Kelleher	Senator Catherine Cortez Masto
Calla Wickenhauser	Senator John Hoeven
Carlos Sanchez	Senator Ben Ray Lujan
Caroline Wadhams	Senator Mark Warner
Chance Costello	Senator John Thune
Chance Costello	Senator John Thune
Charlie Hobbs	Senator Ted Budd
Chris Leuchten	Senator Kyrtsen Sinema
Chris Tuck	Senator Mitch McConnell
Clark Milner	Senator Bill Hagerty
Collin Anderson	Senator Richard Blumenthal
Coti-Lynne Haia	Senator Mazie Hirono
Dan Cheever	Senator Todd Young
Dan Hillenbrand	Senator Katie Britt
Daniel Tirosh	Senator Bill Hagerty
Daniel Yarbrough	Senator Katie Britt
Dave Weinberg	US Senate Committee on Homeland Security and Governmental Affairs
David Montes	Senator Alex Padilla
David Stoopler	Senator Richard Blumenthal
David Turner	US Senate Committee on Commerce, Science, & Transportation
Didier Barjjon	Senator Chuck Shumer
Didier Barjon	Senator Chuck Schumer
DJ Sandoval	US Senate Committee on the Judiciary
Dominic Saavedra	Senator Martin Heinrich
Drew Dziedic	Senator Eric Schmitt
Duncan Wright	Senator Todd Young
Edgar Rivas	Senator John Hickenlooper
Eli Weiner	Senator Michael Bennet
Elizabeth Falcone	Senator Mark Warner
Elizabeth Hill	Senator Martin Heinrich
Emma Stohlman	US Senate Committee on Commerce, Science, & Transportation

Erik Eykel	US Senate Committee on Commerce, Science, & Transportation
Evan Turnage	Senator Chuck Schumer
Franci Rooner	Senator John Cornyn
Franci Rooney	Senator John Cornyn
Franci Rooney Becker	Senator John Cornyn
Gary Myrick	US Senate Secretary for the Majority
Geoff MacLeay	US Senate Committee on the Judiciary
Graham Mason	Senator Ben Ray Lujan
Grant Dubler	Senator Jacky Rosen
Halie Craig	US Senate Committee on Commerce, Science, & Transportation
Holmes Whalen	Senator Markwayne Mullen
Ian Gray	Senator Cory Booker
Jacob Reses	Senator JD Vance
Jake Smith	Senator John Cornyn
James Barton	Senator Chris Coons
James Braid	Senator JD Vance
James Hart	Senator Eric Schmitt
James Peacock	Senator Eric Schmitt
Jami Burgess	US Senate Committee on Commerce, Science, & Transportation
Jamie Susskind	Senator Marsha Blackburn
Jeff Hantson	US Senate Committee on the Judiciary
Jeff Lomonaco	Senator Tina Smith
Jeffrey Lopez	Senator Ben Ray Lujan
Jen Cox	Senator Mark Kelly
Jennifer Haynes	Senator Joni Ernst
Jill Ricotta	Senator Chuck Schumer
Joe Zogby	US Senate Committee on the Judiciary
Joel Burke	Senator Mike Rounds
Joel Wellum	US Senate Committee on Commerce, Science, & Transportation
John Beezer	US Senate Committee on Commerce, Science, & Transportation
John Daukas	US Senate Committee on the Judiciary
John Simermeyer	Senator John Hoeven
Jon Cardinal	Senator Chuck Schumer
Jonathan Hale	US Senate Committee on Commerce, Science, & Transportation
Josh Esquivel	Senator Alex Padilla
Joshua Gutmaker	Senator Chuck Schumer
JT Jezierski	Senator Shelley Moore Capito
Julia Pan	US Senate Committee on Commerce, Science, & Transportation
Justin Folsom	Senator John Tester
Katherine (Kat) Nikas	US Senate Committee on the Judiciary
Kaytlin Lane	Senator Marsha Blackburn

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Kelsey Ritchie Frierson	Senator John Thune
Kirtan Mehta	Senator John Hickenlooper
Kristen Gentle	Senator Bob Casey
Kyle Chase	Senator Mike Rounds
Lauren O'Brien	Senator Todd Young
Leah Hill	Senator Cory Booker
Leo Kowalski	Senator Marsha Blackburn
Lila Helms	US Senate Committee on Commerce, Science, & Transportation
Mana Azarmi	US Senate Committee on the Judiciary
Mark Libell	Senator Raphael Warnock
Mark Wait	Senator Mike Lee
Max Katz	Senator Martin Heinrich
Max Richards	Senator Eric Schmitt
Meagan Foster	Senator Peter Welch
Meagan Foster	Senator Peter Welch
Megan Thompson	Senator Jacky Rosen
Melissa Porter	US Senate Committee on Commerce, Science, & Transportation
Michael Brownlie	Senator Kyrtsen Sinema
Michael Kuiken	Senator Chuck Schumer
Michael Marn	Senator Marsha Blackburn
Michelle Benecke	US Senate Committee on Homeland Security and Governmental Affairs
Mindi Linquist	Senator Patty Murray
Naveen Parmar	Senator John Hickenlooper
Neil Campbell	Senator Jack Reed
Nick Ganjei	US Senate Committee on the Judiciary
Olivia Trusty	US Senate Committee on Armed Services
Rafi Martina	U.S. Senate Select Committee on Intelligence
Raymond O'Mara	Senator Chuck Schumer
Rebecca Avitia	Senator Martin Heinrich
Reema Dodin	Senator Brian Schatz
Robert Duncan	Senator Mitch McConnell
Ryan Giles	US Senate Committee on the Judiciary
Ryan Raybould	US Senate Committee on the Judiciary
Santiago Gonzalez	Senator Michael Bennet
Saurabh Sanghvi	Senator Chris Coons
Scott Fairchild	Senator Catherine Cortez Masto
Sean Sweeney	Senator Mark Warner
Sierra Fuller	Senator Jacky Rosen
Stephen Voljavec	Senator Marsha Blackburn
Susannah Savage	Senator Peter Welch

Tamara Fucile	Senator Amy Klobuchar
Tim Ryder	Senator Chuck Schumer
Tom DeMatteo	US Senate Committee on the Judiciary
Trevor Dean	Senator Catherine Cortez Masto
Tucker Knott	Senator Tedd Budd
Tucker Knott	Senator Ted Budd
Veronica Duron	Senator Cory Booker
Wesley Davis	Senator John Kennedy
Will Mascaro	Senator Mike Lee
Will Poff-Webster	Senator Brian Schatz
Yara Doumit	Senator Chuck Schumer

March 12, 2024

Attention: Katherine Nikas

Subject: Travel for Katherine Nikas

Dear Katherine Nikas:

We are pleased to invite the person(s) mentioned in the subject of this letter to visit the Microsoft Campus in Redmond in April. The purpose of the visit is to host and educate congressional staff. The trip will include one dinner, speakers, policy discussion, and tours of the Microsoft campus. The proposed timing for this trip, pending your confirmation, is from April 24 to April 26, 2024.

Microsoft values the participation of its government customers at events such as this and would like to pay for travel and lodging expenses for Katherine Nikas. If permitted, we would be pleased to pay the following expenses:

- Round trip airfare with a maximum value of US $1500.00.
  - This travel will be in Economy Class.
- Lodging for 2 nights.
- Meals and refreshments.
- Transportation between the hotel and Redmond campus, airport transfers and dinner.

Please note that Microsoft will not be providing reimbursement for any other expenses related to the event not identified above. The official or the agency will be responsible for those expenses. Microsoft will purchase airfare, lodging, meals, and transportation on behalf of the official; we will not provide any personal reimbursement to the official.

It is the intent of Microsoft that payment of these expenses is compliant with all applicable laws, regulations and ethics rules regarding gifts and donations. Microsoft pays these expenses without seeking promises or favoritism for Microsoft in any bidding arrangements. Further, no exclusivity will be expected by either party. Microsoft pays these expenses with the understanding that it will not be prohibited from any procurement opportunities. Finally, your acceptance imposes no obligation on your organization to acquire or use any Microsoft product or service.

An official senior to the officials receiving travel, or a representative of your agency's legal or compliance department should review this letter, and if approved, have him or her sign in the space provided below and return to Whitney Sleigh at Microsoft (you may scan and send by email to v-wsleigh@microsoft.com on or March 15, 2024.

Regards,

Michaela Berendt

Michaela Berendt
Business Operations Associate
CELA, USGA

APPROVED:

Senate Judiciary Committee

Name of Government Agency

Signature of Approver

(The trip must be approved by either (i) an individual at the agency senior to the official receiving the travel or (ii) the agency's legal or compliance department).

Deputy Staff Director + Senior Counsel

Title of Approver

3/12/2024

Date

Microsoft

Schedule

Wednesday, April 24, 2024

Start Time	End Time	Subject/Speaker	Location
5:10 pm	8:07 pm	**Alaska Airlines Flight AS0003**	DCA to SEA
8:07 pm	8:07 pm	**Arrival at SeaTac Airport** *Meet the shuttle driver at baggage claim for flight AS0003 carrying a "Microsoft" sign. Christiana Meyers from Microsoft will be onsite to meet the group.*	
8:07 pm	9:00 pm	**Shuttle bus to hotel**	
9:15 pm		**HOTEL: Hyatt Regency Bellevue**	Hyatt Regency 900 Bellevue Way NE Bellevue, WA 98004

Thursday, April 25, 2024

Start Time	End Time	Subject/Speaker	Location
8:00 am	8:30 am	**Shuttle Departs for Microsoft** *Meet Christiana Meyers from Microsoft in the hotel lobby carrying a "Microsoft" sign.*	
8:30 am	9:00 am	**Welcome Breakfast and Opening Remarks** Frank Cavaliere, General Manager of Congressional Affairs Stephanie Peters, Senior Director of Congressional Affairs *Overview of Microsoft including our culture, journey, values, footprint in the Puget Sound, and overview of the presentations and content during the day.*	Executive Briefing Center 16070 NE 36th Way Redmond, WA 98052
9:00 am	10:00 am	**Responsible Artificial Briefing** Natasha Crampton, Chief Responsible AI Officer *Natasha Crampton will present on Microsoft's vision for a responsible generative AI ecosystem. The Office of Responsible AI (ORA) was established in mid-2019 to bring policy and*	EBC

Microsoft

Start Time	End Time	Subject/Speaker	Location
		governance expertise to the responsible AI ecosystem at Microsoft.	
10:00 am	10:15 am	**Break**	
10:15 am	11:15 am	**Gaming at Microsoft** Linda Norman, CVP, Deputy General Counsel *Our speaker will provide a high-level briefing to on the gaming market in light of the Activision Blizzard acquisition.*	EBC
11:15 am	11:45 am	**DEMO Digital Transformation #InRealLife** Brett Reifers, Business Program Manager, Demos *Digital Transformation #InRealLife (DTIRL) brings to life real world customer stories across key solution areas and industries at the Redmond EBC. Participants will watch staff showcase the latest and greatest MS customer stories highlighting our technologies including O365, Azure IoT, HoloLens, Machine learning, and more. Participants will also experience a hands-on demonstration of HoloLens technology.*	EBC | Digital Transformation Pods
11:45 am	12:00 pm	**Break & Plate Lunch**	
12:00 pm	12:45 pm	**Lunch & LinkedIn Economic Graph Briefing** Josh Connolly, Senior Manager, US Public Policy Joel Miller, Senior Manager, US Public Policy *The LinkedIn Economic Graph provides unique insights into the world of work. LinkedIn's Economic Graph team partners with world leaders to analyze labor markets and recommend policy solutions to prepare the global workforce for the jobs of the future. Through these insights, we can help connect more people to opportunities – one member at a time.*	EBC
12:45 pm	1:00 pm	**Travel to B86**	
1:00 pm	1:45 pm	**Inclusive Tech Lab & Microsoft Accessibility** Solomon Romney, Accessibility Program Manager *The Inclusive Tech Lab is a Microsoft space dedicated to inclusive gaming. When people come to the lab, we introduce them to the social model of disability*	Building 86 | Inclusive Technology Lab

Microsoft

Start Time	End Time	Subject/Speaker	Location
		through the lens of gaming. Participants will hear from the presenter Microsoft's story of diversity, inclusion, accessibility, privacy, and online safety. They will see and participate in a hands-on demonstration of the adaptive controller.	
1:45 pm	2:00 pm	**Shuttle B86 to B37**	
2:00 pm	3:30 pm	**Campus Refresh and Sustainability at Microsoft** Katie Ross, Sustainability Program Manager *Meet with Microsoft's Public Policy and Real Estate and Facilities team members to discuss Microsoft's Race to Net Zero Strategy. You will visit the newly built Geothermal Energy Center and receive a sustainability briefing in the Microsoft Treehouses.*	Microsoft Treehouses and Building 37
3:30 pm	3:45 pm	**Microsoft Shuttle to Redwest C**	
3:45 pm	4:30 pm	**Digital Crimes Unit Tour** Amy Hogan-Burney, General Manager, Digital Crimes Unit *Microsoft's Digital Crimes Unit (DCU) is an international team of technical, legal and business experts that has been fighting cybercrime to protect victims since 2008. We use our expertise and unique view into online criminal networks to uncover evidence so that we can make criminal referrals to appropriate law enforcement throughout the world. DCU technicians will lead a tour through the space.*	Redwest C | DCU 5600 148th Ave NE Redmond, WA 98052
4:30 pm	4:45 pm	**Private Shuttle to B92**	
4:45 pm	5:00 pm	**Self-Guided Visit Microsoft's Visitor Center** *At the Visitor Center, you can dive into all things Microsoft. Explore the future of AI. Build a new world with Minecraft. Put your gaming skills to the test. Learn more about our company including our journey from garage startup to global technology leader.*	
5:00 pm		**Depart Microsoft for Hotel**	
6:15 pm		**Meet in Hotel Lobby | Depart for Dinner** *Meet Christiana Meyers from Microsoft in the hotel lobby carrying a "Microsoft" sign.*	Hyatt Regency 900 Bellevue Way NE Bellevue, WA 98004
6:30 pm		**Group Dinner at Black Bottle**	Black Bottle Bellevue

Microsoft

Start Time	End Time	Subject/Speaker	Location
			919 Bellevue Way NE Bellevue, WA 98004

Friday, April 26, 2024

Start Time	End Time	Subject/Speaker	Location
11:00 am	11:45 am	**Shuttle from Hyatt Regency to SeaTac Airport**	
8:05 am	4:08 pm	**Depart SeaTac Airport** Akaka Airlines Flight AS0004	SEA to DCA