

# RE-2 Employee Post Travel Disclosure of Travel Expenses

**Post Travel Filing Instructions:** Complete this form within **30 days** of returning from travel. Submit all forms to the Office of Public Records in 144 Hart Building. This form is a public disclosure. The form and all attachments will be made publicly available.

Date/Time Stamp  
**RECEIVED**  
**SECRETARY OF THE SENATE**  
**PUBLIC RECORDS**  
**2025 MAY -1 PM 2: 36**

**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:  
04/24/2025 to 04/25/2025

Name of accompanying family member (if any):

Relationship to Traveler:

## Expenses

| Transportation Expenses | Lodging Expenses | Meals Expenses | Other Expenses (Amount & Description) |
|-------------------------|------------------|----------------|---------------------------------------|
| \$585.00                | \$376.00         | \$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.

05/1/2025  
Date

Mark Wait  
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.

5/1/25  
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.

**Wednesday, March 12, 2025 at 10:14:34 Eastern Daylight Time**

**Subject:** [RSVP Requeste] Invitation to Microsoft's Staff Delegation Trip  
**Date:** Friday, February 28, 2025 at 1:13:34 PM Eastern Standard Time  
**From:** Michaela Berendt (CELA)  
**To:** Wait, Mark (Lee)  
**Attachments:** image001.png

Hello Mark:

I would like to formally invite you to Microsoft Corporation's April Congressional Staff Delegation Visit from **April 23, 2025 to April 25, 2025** at our headquarters in Redmond, Washington. During this visit, you will have the unique opportunity to engage with our company's thought leaders, engage with cutting edge technology, and discuss public policy issues important to the technology industry.

We are happy to provide round-trip airfare, lodging, meals, and ground transportation in accordance with ethics committee guidelines. Please note that while Microsoft will pay for these expenses on your behalf, we are unable to make reimbursements for any costs you incur.

Please RSVP to [Michaela.Berendt@Microsoft.com](mailto:Michaela.Berendt@Microsoft.com) with your availability, at which point we will provide you with the formal registration link to proceed with travel booking, we will be able to accommodate the first 20 RSVPs.

This year, our program will focus on topics including generative artificial intelligence, cybersecurity, and quantum computing.

Upon your RSVP we will respond with the **Microsoft Travel Packet**. According to ethics rules, the travel packet and agenda must be submitted to your Ethics Committee **no later than Friday, March 21, 2025**. Written approval from the Committee on Ethics is required before traveling on this trip. The Committee on Ethics will notify invitees directly. Please keep us (Microsoft) informed on your approval status with the Committee on Ethics.

We look forward to hosting you for a fun and informative program!

Sincerely,

Michaela

**Michaela Berendt (CELA)**  
Program Manager, Microsoft Political  
Office: +1 (425) 538-7023  
Mobile: +1 (360) 790-4741  
[Michaela.Berendt@microsoft.com](mailto:Michaela.Berendt@microsoft.com)



## 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:  
Mark Wait

Employing Office/Committee:  
LEE, MIKE

Private Sponsor(s):  
Microsoft Corporation

Destination(s):  
Redmond, Washington

Travel Dates:

~~04/24/2025 to 04/25/2025~~

04/23/2025 to 04/25/2025

**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.

As chief of staff to Senator Mike Lee, chairman of the Energy and Natural Resources Committee and the Antitrust Subcommittee, attending the Microsoft Congressional Staff Delegation Trip will allow me to meet with AI, technology, and energy experts to further the work done at committee. As well, I will be able to meet other hill staffers who specialize in these topics which track directly with my day-to-day in the Senate.

Do you have an accompanying family member or spouse on this trip?  
No

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.

04/09/2025  
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)

Senator Mike Lee  
(Print Senator's/Officer's Name)

hereby authorize

Mark Wait  
(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)

4/9/2025  
Date

  
Signature of Supervising Senator/Officer



# Microsoft Corporation: Microsoft Congressional Staff Delegation Trip (April 2025)

Mark Wait

|                      |                             |               |
|----------------------|-----------------------------|---------------|
| Title:               | Employing Office/Committee: | Duty Station: |
| Chief of Staff       | LEE, MIKE                   | WASHINGTON,DC |
| Destination(s):      |                             |               |
| Bellevue, Washington |                             |               |

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

As chief of staff to Senator Mike Lee, chairman of the Energy and Natural Resources Committee and the Antitrust Subcommittee, attending the Microsoft Congressional Staff Delegation Trip will allow me to meet with AI, technology, and energy experts to further the work done at committee. As well, I will be able to meet other hill staffers who specialize in these topics which track directly with my day-to-day in the Senate.

|                                              |                                    |
|----------------------------------------------|------------------------------------|
| Name of accompanying family member (if any): | Name and Relationship to Traveler: |
| Not Entered                                  | None                               |

## Organization Information

|                                     |                                                         |
|-------------------------------------|---------------------------------------------------------|
| <b>Organization Name</b>            | <b>Is your organization classified as a §501(c)(3)?</b> |
| Microsoft Corporation               | Yes      No                                             |
| <b>§501(c)(3) Organization Type</b> | <b>Address</b>                                          |
| N/A                                 | 1 Microsoft Way                                         |
| <b>Address 2 (Optional)</b>         | <b>City, State Zip</b>                                  |
| None                                | Redmond, Washington 98052 United States                 |
| <b>Phone Number</b>                 | <b>Organization URL</b>                                 |
| 3607904741                          |                                                         |

## History of Congressional Travel

Microsoft hosted one trip in April of 2024 and one trip in June of 2023. 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

|                                                                                                                                                                                |                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Lobbyist Registration Status:</b> <i>I certify that the sponsor is not a federally registered lobbyist but retain or employ one or more federally registered lobbyists.</i> | <b>Foreign Agent Registration Status:</b> <i>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.</i> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## 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:  
04/23/2025 @ 08:38 PM

Trip End Date/Time:  
04/25/2025 @ 07:32 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: \$585.00 | Accompanying Family Member: \$0.00)

| Transportation Type | Class | Amount   |
|---------------------|-------|----------|
| Airfare             | Coach | \$435.00 |

### Note

Roud trip

Ground Transportation

Coach \$150.00

### Note

Shuttle bus

Lodging (Per Member/Officer/Employee: \$376.00 )

| Check-In   | Check-Out  | Facility                  | City     | State      | Country       | Nights | Cost/Night | Cost Exceed Per Diem |
|------------|------------|---------------------------|----------|------------|---------------|--------|------------|----------------------|
| 04/23/2025 | 04/25/2025 | AC Bellevue Marriot Hotel | Bellevue | Washington | United States | 2      | \$188.00   | No                   |

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

| Date       | Breakfast | Lunch   | Dinner  | Incidentals | Total   | City    | State      | Country       | Cost Exceeds Per Diem |
|------------|-----------|---------|---------|-------------|---------|---------|------------|---------------|-----------------------|
| 04/24/2025 | \$15.00   | \$20.00 | \$44.00 | \$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.

## PRIVATELY SPONSORED TRAVEL

## SPONSOR SIGNATURE PAGE

I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: Microsoft Congressional Staff Delegation Trip  
Travel Date(s): April 23, 2025 to April 25, 2025  
Travel Destination(s): Redmond, WA  
  
Sponsor: Microsoft Corporation

Michaela Berendt  
*(printed name of sponsor representative)*

Program Manager, USGA  
*(title)*

Michaela Berendt  
*(signature of sponsor representative)*

03/11/2025  
*(date)*

| First Name | Last Name  | Title                                           | Office or Committee (Please spell out in full for compliance) |
|------------|------------|-------------------------------------------------|---------------------------------------------------------------|
| Reema      | Dodin      | Chief of Staff                                  | Senator Brian Schatz                                          |
| Steve      | Abbott     | Chief of Staff                                  | Senator Susan Collins                                         |
| Brian      | Abraham    | Chief of Staff                                  | Senator Jim Justice                                           |
| Jon        | Adame      | Chief of Staff                                  | Senator Marsha Blackburn                                      |
| Charles    | Adams      | Deputy Chief of Staff                           | Senator Jim Risch                                             |
| Dan        | Adelstein  | National Security Advisor                       | Senator Mike Rounds                                           |
| Dan        | Adelstein  | National Security Advisor                       | Senator Mike Rounds                                           |
| Ryan       | Alban      | Deputy Chief of Staff /<br>Legislative Director | Senator Ted Budd                                              |
| Theresa    | Allman     | Legislative Assistant                           | Senator James Lankford                                        |
| Erica      | Andeweg    | Senior Policy Advisor                           | Senator Deb Fischer                                           |
| Rebecca    | Angelson   | Chief of Staff                                  | Senator Jon Husted                                            |
| Geoff      | Antell     | Chief of Staff                                  | Office of the Majority Leader                                 |
| Justin     | Anthony    | Deputy Chief of Staff                           | Senator Mark Lee                                              |
| Clay       | Armentrout | Chief of Staff                                  | Senator Katie Britt                                           |
| Laura      | Atcheson   | Legislative Director                            | Senator Dave McCormick                                        |
| Dan        | Auger      | Legislative Director                            | Senator John Hoeven                                           |
| Rebecca    | Avitia     | Chief of Staff                                  | Senator Martin Heinrich                                       |
| Wendy      | Baig       | Staff Director                                  | Energy and Natural Resources Committee                        |
| Didier     | Barjon     |                                                 | Senator Chuck Schumer                                         |
| Audrey     | Beck       | Legislative Assistant                           | Office of the Majority Leader                                 |
| Corey      | Becker     | Chief Counsel                                   | Senator Lindsey Graham                                        |
| Jeff       | Bennett    | National Security Advisor                       | Senator Angus King                                            |
| Mike       | Berg       | Chief of Staff                                  | Senator Tim Sheehy                                            |
| Mike       | Berry      | Chief of Staff                                  | Senator Ted Cruz                                              |
| Ben        | Blackmon   | Counsel                                         | Senator Marsha Blackburn                                      |
| Amber      | Bland      | Legislative Director                            | Senator John Barrasso                                         |
| Anais      | Borjas     |                                                 | Senator Martin Heinrich (ENR)                                 |
| Jake       | Bornstein  | Deputy Chief of Staff /<br>Legislative Director | Senator John Curtis                                           |
| Garrett    | Boyle      | Chief of Staff                                  | Senator Lisa Murkowski                                        |
| Drew       | Brandewie  | Chief of Staff                                  | Senator John Cornyn                                           |
| Andrew     | Braun      | Military Legislative Assitant                   | Senator Mike Rounds                                           |
| Amelia     | Breinig    | Chief of Staff                                  | Senator Pete Ricketts                                         |
| Katie      | Brown      | Legislative Director                            | Senator Susan Collins                                         |
| Conner     | Brown      | Counsel                                         | Senator Cynthia Lummis                                        |
| James      | Buckley    | Legislative Assistant                           | Senator Roger Marshall                                        |
| Brad       | Bunning    | Chief of Staff                                  | Senator John Barrasso                                         |
| Dan        | Burgess    | Legislative Director                            | Senator John Boozman                                          |
| Natalie    | Burkhalter | Legislative Director                            | Senator Markwayne Mullin                                      |
| Larry      | Burton     | Chief of Staff                                  | Senator Dan Sullivan                                          |
| Jimmy      | Byrn       | National Security Advisor                       | Senator Dan Sullivan                                          |



|           |             |                                                 |                                            |
|-----------|-------------|-------------------------------------------------|--------------------------------------------|
| Craig     | Carbone     | Chief of Staff                                  | Senator Rick Scott                         |
| Jon       | Cardinal    |                                                 | Senator Chuck Schumer                      |
| Terry     | Carmack     | Chief of Staff                                  | Senator Mitch McConnell                    |
| Molly     | Carpenter   | Legislative Director                            | Senator Mike Crapo                         |
| Ben       | Castagnetti |                                                 | Senator Maria Cantwell (Commerce)          |
| Francesco | Castella    | Senior Policy Advisor                           | Senator Ted Budd                           |
| Omri      | Ceren       | Legislative Director                            | Senator Ted Cruz                           |
| Merav     | Ceren       | Deputy Policy Director                          | Commerce, Science and Technology Committee |
| Micah     | Chambers    | Legislative Director                            | Senator Kevin Cramer                       |
| Nicole    | Christus    | Deputy Staff Director                           | Commerce, Science and Technology Committee |
| Will      | Clark       | Legislative Aide                                | Senator Mitch McConnell                    |
| Chuck     | Cogar       | Chief of Staff                                  | Senator Tim Scott                          |
| Brian     | Colas       | Staff Director                                  | Senator Tom Cotton                         |
| James     | Compton     | Counsel                                         | Senator Josh Hawley                        |
| John      | Connell     | Chief of Staff                                  | Senator Todd Young                         |
| Sal       | Corasaniti  | Legislative Assistant                           | Senator Mike Crapo                         |
| Tim       | Corley      | Policy Director                                 | Office of Majority Whip Barrasso           |
| Kathryn   | Cormack     | Policy Counsel                                  | Senator Jim Justice                        |
| Chance    | Costello    | Policy Advisor                                  | Senator John Thune                         |
| Doug      | Coutts      | Chief of Staff                                  | Senator Tom Cotton                         |
| Mark      | Crowley     | Legislative Director                            | Senator Jerry Moran                        |
| James     | Cunningham  | Deputy Chief of Staff                           | Senator Dave McCormick                     |
| Wesley    | Davis       | Legislative Director                            | Senator John Kennedy                       |
| Doug      | Davis       | Chief of Staff                                  | Senator Cindy Hyde-Smith                   |
| Lucas     | De Pieve    | Legislative Director                            | Senator Bill Hagerty                       |
| Thomas    | DeMatteo    | General Counsel                                 | Senator Mike Lee                           |
| Jasmine   | Dimitriou   | Staff Director                                  | Senator Martin Heinrich (ENR)              |
| Jordan    | Doufexis    | Chief of Staff                                  | Senator Tommy Tuberville                   |
| Yara      | Doumit      |                                                 | Senator Chuck Schumer                      |
| Andy      | Downing     | Senior Legislative Assistant                    | Senator Tim Sheehy                         |
| Naz       | Durakoglu   | Staff Director                                  | Senator Jeanne Shaheen (SFRC)              |
| Veronica  | Duran       | Chief of Staff                                  | Senator Cory Booker                        |
| Tony      | Eberhard    | Chief of Staff                                  | Senator John Hoeven                        |
| John      | Ehrett      | Chief Counsel                                   | Senator Josh Hawley                        |
| Erik      | Elam        | Deputy Chief of Staff /<br>Legislative Director | Senator Dan Sullivan                       |
| Olivia    | Elkins      | Military Legislative Assistant                  | Senator Patty Murray                       |
| Robyn     | Engibous    | Deputy Chief of Staff                           | Senator Dan Sullivan                       |
| Tom       | Erb         |                                                 | Senator John Hickenlooper                  |
| Madison   | Erstine     | Legislative Director                            | Senator Tom Cotton                         |

|            |             |                                                 |                                                      |
|------------|-------------|-------------------------------------------------|------------------------------------------------------|
| Ben        | Esposito    | Legislative Assistant                           | Senator Josh Hawley                                  |
| Kelly      | Fabian      | Counsel                                         | Senator Maria Cantwell (Commerce)                    |
| Elizabeth  | Falcone     | Chief of Staff                                  | Senator Mark Warner                                  |
| Maddie     | Fleenor     | Research Assistant                              | Homeland Security and Governmental Affairs Committee |
| Jon        | Foltz       | Deputy Chief of Staff /<br>Legislative Director | Senator Rick Scott                                   |
| Carmen     | Frias       | Chief of Staff                                  | Senator Mark Kelly                                   |
| Lynda      | Garcia      | Chief Counsel                                   | Senator Cory Booker (Judiciary)                      |
| Jacob      | Gattman     | National Security Advisor                       | Senator Tim Sheehy                                   |
| Kathleen   | Gayle       | Legislative Director                            | Senator Mike Rounds                                  |
| Tiffany    | Ge          | Deputy Chief of Staff /<br>Legislative Director | Senator Mitch McConnell                              |
| Dan        | Gerig       | Legislative Director                            | Senator Steve Daines                                 |
| Herman     | Gesser      | Chief Counsel                                   | Senator John Kennedy                                 |
| Lisa       | Goeas       | Chief of Staff                                  | Senator Joni Ernst                                   |
| Aaron      | Gottesman   | Executive Director                              | Senator Joni Ernst                                   |
| Brad       | Grantz      | Staff Director                                  | Commerce, Science and Technology Committee           |
| Josh       | Grantz      | Legislative Director                            | Senator Tim Scott                                    |
| Mark       | Gruman      | Chief of Staff                                  | Senator Kevin Cramer                                 |
| Katie      | Hadji       | Legislative Director                            | Senator Bill Cassidy                                 |
| Gary       | Haglund     | Policy Advisor                                  | Senator Bill Cassidy                                 |
| Jonathan   | Hale        |                                                 | Senator Maria Cantwell (Commerce)                    |
| Caryn      | Hamner      | National Security Advisor                       | Senator Deb Fischer                                  |
| Tyler      | Hardy       | Deputy Chief of Staff                           | Senator John Hoeven                                  |
| Arya       | Hariharan   |                                                 | Senator Dick Durbin (Judiciary)                      |
| Ethan      | Harper      | General Counsel                                 | Senator Eric Schmitt                                 |
| James      | Hart        | National Security Advisor                       | Senator Eric Schmitt                                 |
| James      | Hart        | National Security Advisor                       | Senator Eric Schmitt                                 |
| Patrick    | Hayes       | Chief of Staff                                  | Senator John Hickenlooper                            |
| Lucas      | Heitkamp    | Legislative Assistant                           | Senator Mike Rounds                                  |
| William    | Henderson   | Chief of Staff                                  | Senator Rand Paul                                    |
| Ben        | Hendricks   | Counsel                                         | Senator Amy Klobuchar                                |
| Mike       | Henry       | Chief of Staff                                  | Senator Tim Kaine                                    |
| Toni-Marie | Higgins     | Chief of Staff                                  | Senator John Boozman                                 |
| Dan        | Hillenbrand | Legislative Director                            | Senator Roger Wicker                                 |
| Garrison   | Holmberg    | Deputy Legislative Director                     | Senator Jerry Moran                                  |
| Mark       | Isakowitz   | Chief of Staff                                  | Senator Dave McCormick                               |
| J.T.       | Jezierski   | Chief of Staff                                  | Senator Shelley Moore Capito                         |
| Ryan       | Kaldahl     | National Security Advisor                       | Office of the Majority Leader                        |
| Abbey      | Kane        | Defense Policy Advisor                          | Senator Jeanne Shaheen                               |
| Max        | Katz        |                                                 | Senator Martin Heinrich (ENR)                        |

|         |            |                                                  |                                   |
|---------|------------|--------------------------------------------------|-----------------------------------|
| David   | Keller     | Chief of Staff                                   | Senator Jim Banks                 |
| James   | Kelly      | Chief of Staff                                   | Senator Jerry Moran               |
| Jooeun  | Kim        | National Security Advisor                        | Senator Mark Kelly                |
| Kaitlin | Kleiber    | Senior Defense Policy Advisor                    | Senator Tim Kaine                 |
| Tucker  | Knott      | Chief of Staff                                   | Senator Ted Budd                  |
| Colby   | Kuhns      | National Security Advisor                        | Senator Kevin Cramer              |
| Dan     | Kunsman    | Chief of Staff                                   | Office of Majority Whip Barrasso  |
| Katie   | Lane       | Chief Counsel                                    | Senator Marsha Blackburn          |
| Rita    | Lari       | Chief Counsel                                    | Senator Chuck Grassley            |
| Phil    | Letsou     | Chief of Staff                                   | Senator Bernie Moreno             |
| Emily   | Leviner    | Chief of Staff                                   | Senator Deb Fischer               |
| Zach    | Lewis      | Policy Advisor                                   | Senator Mark Warner               |
| Leah    | Li         |                                                  | Senator Brian Schatz              |
| Mindi   | Linguist   | Chief of Staff                                   | Senator Patty Murray              |
| J.D.    | Logan      | Legislative Assistant                            | Senator Mike Lee                  |
| James   | Longley    | Legislative Assistant                            | Senator Shelley Moore Capito      |
| Chance  | Lott       | Legislative Assistant                            | Senator Kevin Cramer              |
| Eliza   | Lundy      | Military Legislative Assitant                    | Senator Cindy Hyde-Smith          |
| Connor  | Lynch      | Legislative Assistant                            | Senator Jim Risch                 |
| Alison  | MacDonald  | Chief of Staff                                   | Senator Jeanne Shaheen            |
| Geoff   | MacLeay    | Chief Counsel                                    | Senator Thom Tillis               |
| Nick    | Malatesta  | Policy Advisor                                   | Senator Mark Warner               |
| William | Mallison   | National Security Advisor                        | Senator Jim Banks                 |
| John    | Maniscalco | Legislative Director                             | Senator Rand Paul                 |
| James   | Mann       | Legislative Director                             | Senator Shelley Moore Capito      |
| Michael | Marn       | Legislative Assistant                            | Senator Marsha Blackburn          |
| Jay     | Maroney    | Senior Council/Military<br>Legislative Assistant | Senator Richard Blumenthal        |
| Rafi    | Martina    | Senior Policy Advisor                            | Senator Mark Warner (SSCI)        |
| Michael | Mets       | Legislative Assistant                            | Senator Susan Collins             |
| Arthur  | Miller     | National Security Advisor                        | Senator Markwayne Mullin          |
| Darin   | Miller     | Chief of Staff                                   | Senator Cynthia Lummis            |
| Kendall | Moore      | Legislative Director                             | Senator Cindy Hyde-Smith          |
| Ashley  | Nagel      |                                                  | Senator Brian Schatz              |
| Andrew  | Nam        | Legislative Assistant                            | Senator Pete Ricketts             |
| Dave    | Natonski   | Chief of Staff                                   | Senator Markwayne Mullin          |
| Stephen | Newton     | Legislative Director                             | Senator Katie Britt               |
| Corey   | Norman     | Chief of Staff                                   | Senator John Curtis               |
| Lee     | Norton     | Legislative Aide                                 | Senator Tommy Tuberville          |
| Lauren  | O'Brien    | Legislative Director                             | Senator Todd Young                |
| Raymond | O'Mara     |                                                  | Senator Chuck Schumer             |
| Derek   | Osborn     | Chief of Staff                                   | Senator James Lankford            |
| Julia   | Pan        |                                                  | Senator Maria Cantwell (Commerce) |
| Emily   | Park       |                                                  | Senator Gary Peters (HSGAC)       |

|           |              |                               |                                        |
|-----------|--------------|-------------------------------|----------------------------------------|
| Shil      | Patel        | Chief of Staff                | Senator Thom Tillis                    |
| Jimmy     | Peacock      | Chief of Staff                | Senator Eric Schmitt                   |
| Richard   | Perry        | Chief of Staff                | Senator Lindsey Graham                 |
| Will      | Poff-Webster |                               | Senator Brian Schatz                   |
| Chris     | Prandoni     | Deputy Staff Director         | Energy and Natural Resources Committee |
| James     | Quinn        | Chief of Staff                | Senator Bill Cassidy                   |
| Angela    | Ramponi      | Legislative Director          | Senator Lisa Murkowski                 |
| Scott     | Rausch       | Policy Advisor                | Senator Ron Johnson                    |
| Ken       | Reidy        | Chief of Staff                | Senator Tammy Baldwin                  |
| Max       | Richards     | Legislative Director          | Senator Eric Schmitt                   |
| Sean      | Riley        | Chief of Staff                | Senator Ron Johnson                    |
| Edgar     | Rivas        | Senior Policy Advisor         | Senator John Hickenlooper              |
| Gray      | Rixey        | Legislative Assistant         | Senator Thom Tillis                    |
| Brent     | Robertson    | Chief of Staff                | Senator Roger Marshall                 |
| Drew      | Robinson     | General Counsel               | Senator Katie Britt                    |
| Matt      | Robinson     | Legislative Assistant         | Senator Lisa Murkowski                 |
| Dylan     | Rogers       | Legislative Assistant         | Senator John Barrasso                  |
| Amit      | Ronen        | Chief of Staff                | Senator Maria Cantwell                 |
| Peyton    | Roth         | Legislative Director          | Senator Jim Banks                      |
| Justin    | Roth         | Chief of Staff                | Senator Ashley Moody                   |
| Andrew    | Rothe        | Legislative Director          | Senator Bernie Moreno                  |
| Mayra     | Salinas      | Counsel                       | Senator Mark Kelly                     |
| Carols    | Sanchez      | Chief of Staff                | Senator Ben Lujan                      |
| Robby     | Saunders     | Senior Policy Advisor         | Senator Rick Scott                     |
| Leah      | Schaefer     | Policy Advisor                | Senator John Curtis                    |
| Hannah    | Schwartz     | Military Legislative Assitant | Senator Shelley Moore Capito           |
| Sarah     | Seitz        | Legislative Director          | Senator James Lankford                 |
| Baz       | Selassie     | Legislative Director          | Senator Amy Klobuchar                  |
| Josh      | Sizemore     | Senior Policy Advisor         | Senator Steve Daines                   |
| Alexandra | Slocum       | Policy Advisor                | Senator Markwayne Mullin               |
| Shannon   | Smith        |                               | Senator Maria Cantwell (Commerce)      |
| Jake      | Smith        | Policy Advisor                | Senator John Cornyn                    |
| Beth      | Spivey       | Chief of Staff                | Senator Roger Wicker                   |
| Clayton   | Stein        | Legislative Assistant         | Senator Rick Scott                     |
| Caitlyn   | Stephenson   | Chief of Staff                | Senator Gary Peters                    |
| Adam      | Stewart      | Legislative Director          | Senator Cynthia Lummis                 |
| Kaitlin   | Stoddard     | Legislative Director          | Senator Tommy Tuberville               |
| David     | Stokes       | Chief of Staff                | Senator John Kennedy                   |
| Jamie     | Susskind     | Legislative Director          | Senator Marsha Blackburn               |
| Stephen   | Tausend      | Legislative Director          | Senator John Cornyn                    |
| Adam      | Telle        | Chief of Staff                | Senator Bill Hagerty                   |
| Darin     | Thacker      | Chief of Staff                | Senator Steve Daines                   |

|         |           |                              |                                                      |
|---------|-----------|------------------------------|------------------------------------------------------|
| Kendal  | Tigner    | Professional Staff Member    | Homeland Security and Governmental Affairs Committee |
| Connor  | Tomlinson | Senior Policy Advisor        | Senator Ashley Moody                                 |
| Kristen | Trindle   | National Security Advisor    | Senator Tom Cotton                                   |
| Durva   | Trivedi   |                              | Senator Cory Booker (Judiciary)                      |
| Rob     | Van Kirk  | Senior Legislative Assistant | Senator Bernie Moreno                                |
| Stephen | Voline    | National Security Advisor    | Senator Joni Ernst                                   |
| Mark    | Wait      | Chief of Staff               | Senator Mike Lee                                     |
| Brianna | Walker    |                              | Senator Cory Booker (Judiciary)                      |
| Maggie  | Ward      | Legislative Director         | Senator Jon Husted                                   |
| Dezmond | Ward      | Chief of Staff               | Senator Mike Rounds                                  |
| Corey   | Weber     | Legislative Director         | Senator Thom Tillis                                  |
| Henson  | Webre     | Senior Legislative Assistant | Senator John Kennedy                                 |
| Chris   | Weihs     | Chief of Staff               | Senator Josh Hawley                                  |
| Adam    | Wek       | Legislative Director         | Senator John Thune                                   |
| Joel    | Wellum    | Policy Director              | Commerce, Science and Technology Committee           |
| Holmes  | Whalen    | Senior Counsel               | Senator Markwayne Mullin                             |
| Susan   | Wheller   | Chief of Staff               | Senator Mike Crapo                                   |
| Ryan    | White     | Chief of Staff               | Senator Jim Risch                                    |
| Kaitlin | Williams  | Senior Policy Advisor        | Senator Lindsey Graham                               |
| Anna    | Wilson    | General Counsel              | Senator Pete Ricketts                                |
| Brian   | Winseck   | Chief of Staff               | Senator Chris Coons                                  |
| William | Wu        | Staff Director               | Senator Mark Warner (SSCI)                           |
| Daniel  | Yarbrough | Legislative Director         | Senator Pete Ricketts                                |
| Cortney | Young     | Policy Advisor               | Senator John Cornyn                                  |
| Robert  | Zarate    | National Security Advisor    | Senator Bill Hagerty                                 |





## Schedule

### Wednesday, April 23, 2025

| Start Time | End Time | Subject/Speaker                                                                                                                                           | Location                                                                                                       |
|------------|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| 5:20 pm    | 6:39 pm  | <b>Depart Salt Lake on DL871</b>                                                                                                                          | SLC to SEA                                                                                                     |
| 8:35 pm    |          | <b>Arrival at SeaTac Airport</b><br><i>Meet the Stewart Transportation shuttle driver at baggage claim for flight AS0003 carrying a "Microsoft" sign.</i> |                                                                                                                |
| 8:42 pm    | 9:00 pm  | <b>Shuttle bus to hotel</b>                                                                                                                               |                                                                                                                |
| 9:00 pm    |          | <b>HOTEL: AC Bellevue Downtown</b>                                                                                                                        | <a href="#">AC Bellevue Downtown</a><br><a href="#">208 106th PI NE,</a><br><a href="#">Bellevue, WA 98004</a> |

### Thursday, April 24, 2025

| Start Time | End Time | Subject/Speaker                                                                                                                                                                                                                                                               | Location                                                                  |
|------------|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| 8:00 am    | 8:30 am  | <b>Shuttle Departs for Microsoft</b><br><i>Meet the Stewart Transportation shuttle driver in front of the AC Bellevue Downtown. The shuttle will depart at 8:00 am.</i>                                                                                                       |                                                                           |
| 8:30 am    | 9:15 am  | <b>Welcome Breakfast and Opening Remarks</b><br>Frank Cavaliere, General Manager of Congressional Affairs<br><i>Overview of Microsoft including our culture, journey, values, footprint in the Puget Sound, and overview of the presentations and content during the day.</i> | Executive Briefing Center (EBC)<br>16070 NE 36th Way<br>Redmond, WA 98052 |
| 9:15 am    | 10:00 am | <b>Gaming at Microsoft Briefing</b><br>Linda Norman, CVP, Deputy General Counsel<br><i>Linda Norman will provide a high-level briefing on the gaming market, including considerations related to the recent Activision Blizzard acquisition and XBOX.</i>                     | EBC   Evergreen West                                                      |
| 10:00 am   | 10:15 am | <b>Break</b>                                                                                                                                                                                                                                                                  |                                                                           |





| Start Time | End Time | Subject/Speaker                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Location                      |
|------------|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 10:15 am   | 11:45 am | <b>Co-Pilot Demo and Responsible Artificial Briefing</b><br>Alamandar Chaudhry, Business Program Manager<br>Amanda Craig, Senior Director, Responsible AI Public Policy<br><i>Alamandar Chaudhry will demonstrate Microsoft's CoPilot technology. He will be accompanied by Amanda Craig who will provide commentary 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 governance expertise to the responsible AI ecosystem at Microsoft.</i> | EBC   Evergreen West          |
| 11:45 pm   | 12:00 pm | <b>Break &amp; Plate Lunch</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                               |
| 12:00 pm   | 12:30 pm | <b>Lunch &amp; LinkedIn Economic Graph Briefing</b><br>Josh Connolly, Senior Manager, US Public Policy<br><i>Josh Connolly will present on the LinkedIn Economic Graph which 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.</i>                                                                                                                                | EBC   Evergreen West          |
| 12:30 pm   | 1:00 pm  | <b>Microsoft Philanthropies in the Community</b><br>Mike Egan, GM, TechSpark<br><i>Mike Egan will present on Microsoft Philanthropies aims to empower nonprofits and communities through technology and social impact initiatives. Their mission focuses on three pillars: driving inclusive economic growth globally, using technology to solve societal problems, and earning trust while adapting to regulations</i>                                                                                                                         | EBC   Evergreen West          |
| 1:00 pm    | 1:15 pm  | <b>Break</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                               |
| 1:15 pm    | 2:15 pm  | <b>Quantum Briefing &amp; Tour of Microsoft Lab</b><br>Hasan Ali, Associate General Counsel<br><i>Microsoft Azure Quantum innovates across every layer of the quantum stack, from software and applications to control and devices. This includes the pursuit of fault-tolerant topological qubits that scale towards a general-purpose quantum computer.</i>                                                                                                                                                                                   | Building 127  <br>Quantum Lab |
| 2:15 pm    | 2:30 pm  | <b>Break</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                               |
| 2:30 pm    | 3:30 pm  | <b>Microsoft Threat Intelligence Center Briefing</b><br>Jason Norton, Vice President, Security Research<br><i>Microsoft Threat Intelligence Center (MISTIC) Briefing</i>                                                                                                                                                                                                                                                                                                                                                                        | Building 127                  |



| Start Time | End Time | Subject/Speaker                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Location                                                  |
|------------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
|            |          | <i>MISTIC is a business unit comprised of cyber threat actor-focused intelligence team that discovers, tracks, and disrupts threats to protect Microsoft customers and partners.</i>                                                                                                                                                                                                                                                                                                                 |                                                           |
| 3:30 pm    | 3:45 pm  | <b>Shuttle to Redwest-C</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                           |
| 3:45 pm    | 4:45 pm  | <b>Digital Crimes Unit Tour</b><br>Steven Masada, AGC, Digital Crimes Unit<br><i>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.</i> | Redwest C   DCU<br>5600 148th Ave NE<br>Redmond, WA 98052 |
| 4:45 pm    | 5:00 pm  | <b>Shuttle to Building 6</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                           |
| 5:00 pm    | 6:30 pm  | <b>Happy Hour and Heavy Appetizers @ Craft75</b><br><i>Optional walking tour of Microsoft's new campus, speakers from throughout the day will be invited to attend.</i>                                                                                                                                                                                                                                                                                                                              |                                                           |
| 6:30 pm    |          | <b>Depart Microsoft for Hotel</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                           |

### Friday, April 25, 2025

| Start Time | End Time | Subject/Speaker                                              | Location   |
|------------|----------|--------------------------------------------------------------|------------|
|            | 6:30 am  | <b>Shuttle from AC Bellevue Hotel to SeaTac Airport</b>      |            |
| 1:40 pm    | 4:32 pm  | <b>Depart SeaTac Airport</b><br>Delta Airlines Flight DL1120 | SEA to SLC |