

2018 ACEEE Summer Study on Energy Efficiency in Buildings

- INFORMAL SESSION ADVANCE SIGN UP (deadline 7/13/2018) -

The primary purpose of informal sessions is to allow individuals an open forum to meet and follow up on ideas and issues raised during a formal presentation at Summer Study. Informal sessions are also a venue to facilitate discussion of other topics of mutual interest to participants. Advertising, product demonstration, or marketing by a company are strictly prohibited during informal sessions. Audiovisual equipment **will not** be provided.

The majority of requests for informal sessions will be accepted on site at Asilomar. However, we are offering the opportunity for a limited number of requests to be made in advance. If you would like to submit a request for an informal session prior to Summer Study, please submit the information below by email. **Note, you must be a registered attendee of Summer Study to host or facilitate an informal session. Requests will be accepted until July 13 or until the available advance spaces are filled. There will be equal opportunities on site to host an informal.**

Send your request by email to [Lynn Pyle](#) with the subject line: **Informal Session Request**. Include all of the requested information below. Confirmation of meeting times will be posted on the Summer Study web page after the July 13 deadline. Locations will be determined at Summer Study. The schedule of informal sessions will be continually updated on the Summer Study web page and on site in the daily newsletter, *The Grapevine*.

INFORMATION TO INCLUDE IN YOUR EMAIL REQUEST

Subject Line: Informal Session Request

Individual's name/Organization/Contact Info including email address and phone number

Session Title and a very brief description of the information to be presented (no more than 100 words)

Choose a desired first choice time your session. If desired times are filled, more will be made available on site. ACEEE will do their best to honor your request. However, we do not guarantee everyone will be assigned preferred times or rooms. Assignments will be made on a first-come, first-served basis.

Monday, August 13	2:00 – 4:00 pm	4:00 – 6:00 pm
Tuesday, August 14	2:00 – 4:00 pm	
Thursday, August 16	2:00 – 4:00 pm	

Because space and times are limited, we will only accept one submission per Summer Study registrant.