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**Best Practices Workshop**

***The First Hosted in the Philadelphia and Delaware Areas***

Our team is in the planning phase of our first workshop. We are reaching out to you with our basic plans to set the date and to gather important information to make our event a complete success.

***Our Goals:***

* To present and share the valuable lessons and techniques gathered on the journey to VPP.
* In an effort to assist those with STAR Status to keep their programs vibrant and to offer their success stories to those who are still on the path.

***Date and Times:***

* Thursday, April 5, 2018
* 8:00 AM to 2:00 PM (Lunch and refreshments are planned)

***Location:***

* Honeywell- 6100 Philadelphia Pike, Claymont, DE 19703

***Basic Information Requested:***

* ***Company:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* ***Contact Name:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***E-mail:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* ***How many representatives do you plan on having in attendance?*** \_\_\_\_\_\_\_\_

***Essential Planning Information:***

* ***Any interest in sponsorship assistance?*** Yes \_\_ No \_\_
* ***Any interest in presenting or being a part of a panel presentation?*** Yes \_\_ No \_\_
* ***Topics you would like to present:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* ***Approximate length of your presentation?*** 20 min\_\_\_\_ 30 min\_\_\_\_ Longer? \_\_\_\_

***RSVP to Jim Harrity-*** [***harrity.james@dol.gov***](mailto:harrity.james@dol.gov)

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