



U.S. House of Representatives

COMMITTEE ON ETHICS

EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, **you must complete this form and file it with the Clerk of the House, by email at gifttravelreports@mail.house.gov, within 15 days after travel is completed.** Please **do not** file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Name of Traveler: Sam Hatstrup
2. a. Name of Accompanying Relative: _____ OR None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: October 11, 2022 Return: October 13, 2022
 b. Dates at Personal Expense, if any: n/a OR None
4. Departure City: Washington, DC Destination: Tunkhannock, PA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: American Exploration & Production Council
6. Describe Meetings and Events Attended:
 The group toured Coterra's operations in the Marcellus Shale in northeast Pennsylvania. The field tour provided a first-hand look at operations from drilling, to completion, to production and the opportunity to speak to producers and community members in the region about the economic impact the industry has on communities across the country.
7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box:*
 - a. a completed *Sponsor Post-Travel Disclosure Form*;
 - b. the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Additional Sponsor Form(s)*;
 - c. page 2 of the completed *Traveler Form* submitted by the employee; **and**
 - d. the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda.
Signify statement is true by checking the box.
 b. If not, explain:

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

Signature of Traveler:  Date: 10/27/22

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: Bill Johnson Date: 10/27/22

Signature of Supervising Member: 



U.S. House of Representatives

COMMITTEE ON ETHICS

SPONSOR POST-TRAVEL DISCLOSURE FORM

Original Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. **A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within ten days of their return.** You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

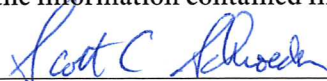
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

- Sponsor(s) who paid for the trip: Coterra Energy Inc. and American Exploration & Production Council
- Travel Destination(s): Tunkhannock, PA
- Date of Departure: October 11, 2022 Date of Return: October 13, 2022
- Name(s) of Traveler(s): Elise Krekorian, Tommy Reynolds, Jeff Bishop, Sam Hatstrup, John Tommasini, Matthew Perricone, Ryan Hoffman, Robert MacGregor
Note: You may list more than one traveler on a form only if all information is identical for each person listed.
- Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$524.30	\$275.28	\$138.09	n/a
Accompanying Family Member	n/a	n/a	n/a	n/a

- All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. *Signify statement is true by checking box.*

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

Signature:  Date: 10/26/2022

Name: Scott C. Schroeder Title: EVP & CFO

Organization: Coterra Energy Inc.

I am an officer of the above-named organization. Signify statement is true by checking box.

Address: 840 Gessner Road, Suite 1400 Houston, TX 77024

Email: scott.schroeder@coterra.com Telephone: (281) 589-4993

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.



U.S. House of Representatives

COMMITTEE ON ETHICS

SPONSOR POST-TRAVEL DISCLOSURE FORM

Original Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. **A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within ten days of their return.** You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Sponsor(s) who paid for the trip: _____
2. Travel Destination(s): _____
3. Date of Departure: _____ Date of Return: _____
4. Name(s) of Traveler(s): _____

Note: You may list more than one traveler on a form only if *all* information is *identical* for each person listed.

5. Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler				
Accompanying Family Member				

6. All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. Signify statement is true by checking box.

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

Signature: Anna Bradley Date: _____

Name: _____ Title: _____

Organization: _____

I am an officer of the above-named organization. Signify statement is true by checking box.

Address: _____

Email: _____ Telephone: _____

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.



U.S. House of Representatives

COMMITTEE ON ETHICS

TRAVELER FORM

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. **This form and any attachments may be delivered to the Committee at 1015 Longworth or e-mailed to travel.requests@mail.house.gov.**

Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date. Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. **You must receive explicit approval from the Committee before you depart on this trip.**

Name of Traveler: Sam Hattrup

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

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

Signature: [Handwritten Signature]

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Rep. Bill Johnson

Office Address: 2336 Rayburn House Office Building

Telephone Number: 202-225-5705

Email Address of Contact Person: Sam.hattrup@mail.house.gov

Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.

KEEP A COPY OF THIS FORM. Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or via e-mail: travel.requests@mail.house.gov.



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COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Sam Hattrup

2. Sponsor(s) who will be paying or providing in-kind support for the trip:
American Exploration & Production Council, Coterra Energy Inc.

3. City and State **OR** Foreign Country of Travel: Tunkhannock, PA

4. a. Date of Departure: October 11, 2022 Date of Return: October 13, 2022

b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: _____

5. a. Yes No Will you be accompanied by a family member at the sponsor's expense? If yes:

(1) Name of Accompanying Family Member: _____

(2) Relationship to Traveler: Spouse Child Other (specify): _____

(3) Yes No Accompanying Family Member is at least 18 years of age:

6. a. Yes No Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?

b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted:
Given the distance and travel time to Tunkhannock, PA, two nights allows for a full day of programming on October 12, 2022.

7. Yes No *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and Additional Sponsor Forms.

NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.

8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties.

As Legislative Director, handling energy + environment policy on the Energy + Commerce committee, this trip will ~~also involve~~ as a learning experience about the oil + gas industry + policies affecting it.

9. Yes No Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip?

10. For staff travelers, to be completed by your employing Member:

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member *Paul Johnson* Date 9/9/22



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COMMITTEE ON ETHICS

PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website (ethics.house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor who will be paying for the trip:
2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. *Signify that the statement is true by checking box.*
3. **Check only one.** I represent that:
 - a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: **OR**
 - b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: **OR**
 - c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
If "c" is checked, list the names of the additional sponsors:
4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: _____ Date of return: _____
7. a. City of departure: _____
b. Destination(s): _____
c. City of return: _____
8. **Check only one.** I represent that:
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: **OR**
 - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: **OR**
 - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
9. **Check only one of the following:**
 - a. I checked 8(a) or (b) above; **OR**
 - b. I checked 8(c) above but am not offering any lodging; **OR**
 - c. I checked 8(c) above and am offering lodging and meals for one night; **OR**
 - d. I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted:



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10. Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*
11. **Check only one of the following:**
- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify that the statement is true by checking box; OR*
- b. *Not Applicable.* Trip sponsor is a U.S. institution of higher education.
12. For **each** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip **and** its role in organizing and/or conducting the trip:
13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air Rail Bus Car Other (specify: _____)
- b. Class of travel: Coach Business First Charter Other (specify: _____)
- c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:
14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking the box.*
15. **Check only one.** I represent that either:
- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees; **OR**
- b. The trip involves events that are arranged specifically *with regard* to congressional participation.
If "b" is checked:
- 1) Detail the cost *per day* of meals (approximate cost may be provided):
- 2) Provide the reason for selecting the location of the event or trip:
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
- Hotel Name: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
- Hotel Name: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*



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18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee			
For each Accompanying Family Member			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

19. Check only one:

- a. I certify that I am an officer of the organization listed below; **OR**
- b. *Not Applicable*. Trip sponsor is an individual or a U.S. institution of higher education.

20. I certify by my signature that

- a. I read and understand the Committee's Travel Regulations;
- b. I am not a registered federal lobbyist or registered foreign agent; and
- c. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: _____ Date: _____

Name: _____ Title: _____

Organization: _____

Address: _____

Email: _____ Telephone: _____

INSTRUCTIONS

Complete the *Primary Trip Sponsor Form* and submit the agenda, invitation list, any attachments, and any *Additional Trip Sponsor Forms* directly to the Travelers.

Written approval from the Committee on Ethics is required before traveling on this trip. The Committee on Ethics will notify the House invitees directly and will not notify the trip sponsors.

Willful or knowing misrepresentation on this form may be subject to criminal prosecution under 18 U.S.C. § 1001. Signatures must comply with section 104(bb) of the Travel Regulations.

For questions, please contact the Committee on Ethics at:

1015 Longworth House Office Building
Washington, D.C. 20515

ethicscommittee@mail.house.gov | 202-225-7103
More information and forms available at ethics.house.gov



U.S. House of Representatives

COMMITTEE ON ETHICS

PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website (ethics.house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor who will be paying for the trip:
2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. *Signify that the statement is true by checking box.*
3. **Check only one.** I represent that:
 - a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: **OR**
 - b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: **OR**
 - c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
If "c" is checked, list the names of the additional sponsors:
4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: _____ Date of return: _____
7. a. City of departure: _____
b. Destination(s): _____
c. City of return: _____
8. **Check only one.** I represent that:
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: **OR**
 - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: **OR**
 - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
9. **Check only one of the following:**
 - a. I checked 8(a) or (b) above; **OR**
 - b. I checked 8(c) above but am not offering any lodging; **OR**
 - c. I checked 8(c) above and am offering lodging and meals for one night; **OR**
 - d. I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted:



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COMMITTEE ON ETHICS

10. Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*
11. **Check only one of the following:**
- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify that the statement is true by checking box; OR*
- b. *Not Applicable.* Trip sponsor is a U.S. institution of higher education.
12. For **each** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip **and** its role in organizing and/or conducting the trip:
13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air Rail Bus Car Other (specify: _____)
- b. Class of travel: Coach Business First Charter Other (specify: _____)
- c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:
14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking the box.*
15. **Check only one.** I represent that either:
- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees; **OR**
- b. The trip involves events that are arranged specifically *with regard* to congressional participation.
- If "b" is checked:
- 1) Detail the cost *per day* of meals (approximate cost may be provided):
- 2) Provide the reason for selecting the location of the event or trip:
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: _____ City: _____ Cost Per Night: _____
- Reason(s) for Selecting: _____
- Hotel Name: _____ City: _____ Cost Per Night: _____
- Reason(s) for Selecting: _____
- Hotel Name: _____ City: _____ Cost Per Night: _____
- Reason(s) for Selecting: _____
17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*



U.S. House of Representatives

COMMITTEE ON ETHICS

18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee			
For each Accompanying Family Member			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

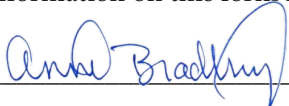
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

19. Check only one:

- a. I certify that I am an officer of the organization listed below; **OR**
- b. *Not Applicable*. Trip sponsor is an individual or a U.S. institution of higher education.

20. I certify by my signature that

- a. I read and understand the Committee's Travel Regulations;
- b. I am not a registered federal lobbyist or registered foreign agent; and
- c. The information on this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: _____

Name: _____ Title: _____

Organization: _____

Address: _____

Email: _____ Telephone: _____

INSTRUCTIONS

Complete the *Primary Trip Sponsor Form* and submit the agenda, invitation list, any attachments, and any *Additional Trip Sponsor Forms* directly to the Travelers.

Written approval from the Committee on Ethics is required before traveling on this trip. The Committee on Ethics will notify the House invitees directly and will not notify the trip sponsors.

Willful or knowing misrepresentation on this form may be subject to criminal prosecution under 18 U.S.C. § 1001. Signatures must comply with section 104(bb) of the Travel Regulations.

For questions, please contact the Committee on Ethics at:

1015 Longworth House Office Building
Washington, D.C. 20515

ethicscommittee@mail.house.gov | 202-225-7103
More information and forms available at ethics.house.gov



U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

October 6, 2022

Mr. Samuel Hattrup
Office of the Honorable Bill Johnson
2336 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Hattrup:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Tunkhannock, Pennsylvania, scheduled for October 11 to 13, 2022, sponsored by American Exploration and Production Council and Coterra Energy Inc. We remind you that, because the trip sponsor employs a federal lobbyist, you may participate in officially-connected activity on one calendar day only.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$415 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

A handwritten signature in blue ink, appearing to read "Susan Wild". The signature is stylized with a large, sweeping initial "S" and a horizontal line across the middle.

Susan Wild
Acting Chairwoman

A handwritten signature in blue ink, appearing to read "Michael Guest". The signature is written in a cursive style with a large, prominent initial "M".

Michael Guest
Acting Ranking Member

SW/MG:mc

9. d) While Coterra does not retain any federally registered lobbyists, the other Primary Sponsor, AXPC, does which is why this box is checked. Given the distance and travel time to Tunkhannock, PA, two nights allows for a full day of programming on October 12, 2022.

12. For **each** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip **and** its role in organizing and/or conducting the trip:

Coterra Energy is organizing and conducting the trip in conjunction with the American Exploration & Production Council (AXPC). The field trip will include tours of Coterra's operations and will educate participants on oil and gas industry practices and provide context to those working on legislative and regulatory issues around oil and gas development. AXPC has hosted this type of trip over 17 times over the last 20 years.

15. b) 1. The location provides access to visit oil and gas exploration and production activities and showcase environmental best practices.

AXPC Field Tour House Invitee List (October 11-13, 2022)

Reason: As we have been informed by each office and through Congressional directories, these particular staffers handle energy and/or environmental issues for their House member.

Name	Office	Email
Sean O'Brien	Congressional Western Caucus	seanv.obrien@mail.house.gov
Grace Bellone	Conservative Climate Caucus	grace.bellone@mail.house.gov
Brandon Mooney	House Energy and Commerce Committee	brandon.mooney@mail.house.gov
Jerry Couri	House Energy and Commerce Committee	jerrycouri@mail.house.gov
Mary Martin	House Energy and Commerce Committee	mary.martin@mail.house.gov
Michael Taggart	House Energy and Commerce Committee	michael.taggart@mail.house.gov
Nate Hodson	House Energy and Commerce Committee	nate.hodson@mail.house.gov
Peter Spencer	House Energy and Commerce Committee	peter.spencer@mail.house.gov
Rick Kessler	House Energy and Commerce Committee	rick.kessler@mail.house.gov
Sarah Burke	House Energy and Commerce Committee	sarah.burke@mail.house.gov
Tiffany Guarascio	House Energy and Commerce Committee	tiffany.guarascio@mail.house.gov
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Alexa Walker	Republican Study Committee	alexa.walker@mail.house.gov
Kenneth DeGraff	Speaker Nancy Pelosi	kenneth.degraff@mail.house.gov

Field Tour Itinerary

Tuesday, October 11, 2022

- 1:00 PM Depart Washington, DC
Bus pickup location TBA
- 5:30 PM Arrive in Tunkhannock, PA
Drop-Off at the Hampton Inn Tunkhannock. Participants will be responsible for providing their own meals.

Wednesday, October 12, 2022 – Program Date

- 7:30 AM - Safety Session and Breakfast at Hampton Inn Tunkhannock
8:00 AM This session provides the safety training necessary to tour the active sites.
*Steve Watson (Sr. EHS Specialist, Coterra) will present the safety session
PPE will be distributed*
- 8:00 AM - Depart Hampton Inn to travel to Drilling Location
8:30 AM
- 8:30 AM - Tour of Drilling Location _ Brizitis, D. Pad 1
9:45 AM This event provides participants a first-hand look at and the opportunity to ask questions about operations which they need to be knowledgeable about in their official duties pertaining to understanding, drafting, and managing legislation or issues relating to this specific aspect of energy production.
Frank Estes (District Drilling Engineer, Coterra) will guide the attendees around an active drilling location.
- 09:45 AM - Depart Drilling Location to travel to Completion Operation
10:15 AM
- 10:15 AM - Tour Completion Operation _ Lippencott, F. Pad 1
11:15 AM This event provides participants a first-hand look at and the opportunity to ask questions about operations which they need to be knowledgeable about in their official duties pertaining to understanding, drafting, and managing legislation or issues relating to this specific aspect of energy production.
Steve Brominski (Assistant Superintendent Completions, Coterra) will guide the attendees around an active completions' location.
- 11:15 AM - Depart Completion Operation to Production Location
11:45 AM
- 11:45 AM - Tour Production Location _ Griffiths, J. Pad 1
1:00PM This event provides participants a first-hand look at and the opportunity to ask questions about operations which they need to be knowledgeable about in their official duties pertaining to understanding, drafting, and managing legislation or issues relating to this specific aspect of energy production.

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Lunch will be served at this location and prepared by the students at the Susquehanna County Career & Technology Center.

Attendees will tour the Griffiths Pad, one of Coterra's newer pads, and view the air compressor system onsite.

BJ Cline (Divisional Superintendent, Coterra) and Luke Marsh (EHS Specialist, Coterra) will talk to the attendees about our emission reduction efforts.

- 1:00 PM - Depart for Production Location to travel to Water Impoundment
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2:00 PM Participants will tour the Clarke Water Withdrawal to learn about water management during the oil and gas extraction process as well as the impacts oil and gas operations have in communities lacking adequate water pipelines and infrastructure. This event provides participants a first-hand look at and the opportunity to ask questions about operations which they need to be knowledgeable about in their official duties pertaining to understanding, drafting, and managing legislation or issues relating to this specific aspect of energy production.
Rob Gorczyyk (Water Engineer, Coterra)
- 2:30 PM - Depart Water Impoundment for Lackawanna College School of Petroleum and Natural
3:00 PM Gas
- 3:00 PM - Tour of Lackawanna College School of Petroleum and Natural Gas
4:00 PM This event informs participants about the training and education required for jobs in energy production and allows participants to tour the institution, learn about career trajectories, outlook for growth, and the economic implications of energy jobs and speak to educators and students about their experience at the school.
- 4:00 PM - Depart Lackawanna College to travel back to hotel to refresh prior to industry
4:45 PM roundtable and dinner
- 4:45 PM Depart from Hampton Inn and travel to Greenley's BBQ for industry roundtable
5:00PM discussion and dinner
- 5:00 PM - Industry Roundtable at Greenley's BBQ
6:00 PM This event provides an opportunity for participants to speak to representatives from regional oil and gas companies as well as community leaders and community members about the impact of the industry from the local municipality level to nationwide. These conversations will help inform decision making for their official duties.
- 6:00 PM - Industry + Community Dinner at Greenley's BBQ
8:00 PM Participants will have the opportunity to continue conversation and ask questions about what they learned during the day from those who live and work on and around energy producing operations.
- 8:00 PM Depart Greenley's for Hampton Inn

Please note: this itinerary may change due to unforeseen events that may alter production schedules.

Thursday, October 13, 2022

8:00 AM Depart from Hampton Inn to travel back to Washington, DC

Please note: this itinerary may change due to unforeseen events that may alter production schedules.

AXPC Field Tour House Invitee List (October 11-13, 2022)

Reason: As we have been informed by each office and through Congressional directories, these particular staffers handle energy and/or environmental issues for their House member.

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Rachel Cohen	Rep. Matt Cartwright	rachel.cohen@mail.house.gov
Michael Helmer	Rep. Michael Burgess	michael.helmer@mail.house.gov
Emily Michael	Rep. Morgan Griffith	emily.michael@mail.house.gov
Al David Saab	Rep. Neal Dunn	aldavid.saab@mail.house.gov
Brendan Larkin	Rep. Paul Tonko	brendan.larkin@mail.house.gov
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Alexa Walker	Republican Study Committee	alexa.walker@mail.house.gov
Kenneth DeGraff	Speaker Nancy Pelosi	kenneth.degraff@mail.house.gov

9. d) Given the distance and travel time to Tunkhannock, PA, two nights allows for a full day of programming on October 12, 2022.

12. For **each** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip **and** its role in organizing and/or conducting the trip:

The American Exploration & Production Council (AXPC) is a national trade association representing independent domestic oil and natural gas exploration and production companies. AXPC is funding, organizing and conducting the trip with additional logistical support from Coterra Energy Inc., the company whose operations the group is touring. AXPC is providing a field trip to educate participants on oil and gas industry practices, and to provide context to those working on legislative and regulatory issues around oil and gas development. The organization has hosted this type of trip over 17 times over the last 20 years.

15. b) 1. The location provides access to visit oil and gas exploration and production activities and showcase environmental best practices.

Field Tour Itinerary

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Steve Watson (Sr. EHS Specialist, Coterra) will present the safety session
PPE will be distributed
- 8:00 AM - Depart Hampton Inn to travel to Drilling Location
8:30 AM
- 8:30 AM - Tour of Drilling Location _ Brizitis, D. Pad 1
9:45 AM This event provides participants a first-hand look at and the opportunity to ask questions about operations which they need to be knowledgeable about in their official duties pertaining to understanding, drafting, and managing legislation or issues relating to this specific aspect of energy production.
Frank Estes (District Drilling Engineer, Coterra) will guide the attendees around an active drilling location.
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Attendees will tour the Griffiths Pad, one of Coterra's newer pads, and view the air compressor system onsite.

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3:00 PM Gas
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Thursday, October 13, 2022

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SAVE THE DATE FOR AXPC'S *UNLEASH AMERICAN ENERGY* FIELD TOUR

AGENDA

Tuesday, Oct. 11 | Travel to Tunkhannock, PA, staffers to get dinner on own

Wednesday, Oct. 12 | Full day of tours, industry roundtable, community networking, group dinner

Thursday, Oct. 13 | Return to Washington, DC

Efficient and reliable energy supplies are critical to economic growth, energy security, and climate leadership. Energy fuels the economic development that creates jobs and thriving businesses and improves our quality of life.

Join AXPC to visit Coterra's operations in the heart of the Marcellus Shale and learn first-hand about natural gas and oil development and how the industry is a powerful force in advancing environmental progress.





WHO IS AXPC?

The American Exploration & Production Council (AXPC) is a national trade organization representing the largest independent natural gas and oil exploration and production companies. For more than 17 years, AXPC has hosted an annual Policymaker Field Tour of exploration and production operations in various basins across the US.

This year, we will be touring Coterra's operations in the Marcellus Shale in northeast Pennsylvania. The field tour continues to be one of the finest ways for energy policy professionals to view operations from drilling, to completion, to production and learn about the impact our industry makes on communities across the country.

WHAT ABOUT EXPENSES?

AXPC, in compliance with all regulations and reporting requirements, will cover all field trip travel and meal expenses with the exception of Tuesday's dinner. Or if you prefer, we will work with you on the documentation needed to self-pay.

QUESTIONS OR RSVP

To learn more or sign up for the trip, please contact Carolyn Quinn at RigTour2022@axpc.org or 202-920-1507.