



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](mailto: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: Alanna Chapell
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR** None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: 5/1/23 Return: 5/2/23  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR** None
4. Departure City: Washington DC Destination: New York, New York Return City: Washington DC
5. Sponsor(s), Who Paid for the Trip: Recording Industry Association of America
6. Describe Meetings and Events Attended:  
 The trip involved a series of briefings and discussions related to the development and business practices of music companies in the digital age, including trade, intellectual property and copyright policies. We heard presentations from industry experts at Warner Music Group, Sony Music Entertainment and Universal Music Group.
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: 05/16/2023

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: Daniel T. Kildee Date: 5/16/2023  
Signature of Supervising Member:



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# 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: \_\_\_\_\_ 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.



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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](http://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:

Recording Industry Association of America

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):

See attachment #1

5. Yes  No  Is travel being offered to an accompanying family member of the House invitee(s)?

6. Date of departure: May 1, 2023 Date of return: May 2, 2023

7. a. City of departure: Washington, DC

b. Destination(s): New York, NY

c. City of return: Washington, DC

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:
- See attachment #2

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):

Approximately \$54

- 2) Provide the reason for selecting the location of the event or trip:

See attachment #2 New York is home to three major recording labels and studios.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:

Hotel Name: Freehand New York City: New York, NY Cost Per Night: \$244

Reason(s) for Selecting: Proximity to recording labels and studios

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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**COMMITTEE ON ETHICS**

**18. Total Expenses for each Participant:**

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$93	\$244	\$54
For each Accompanying Family Member	n/a	n/a	n/a

	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	\$40	taxis/ubers
For each Accompanying Family Member	n/a	n/a

**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: 3/29/23  
 Name: Victoria Sheckler Title: SVP, Deputy General Counsel  
 Organization: Recording Industry Association of America  
 Address: 1000 F St NW, 2nd Floor, Washington, DC 20004  
 Email: vsheckler@riaa.com Telephone: (202) 775-0101

**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](mailto:ethicscommittee@mail.house.gov) | 202-225-7103  
 More information and forms available at [ethics.house.gov](http://ethics.house.gov)



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# 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](mailto: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: Alanna Chapell

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: 

Name of Signatory (if other than traveler): \_\_\_\_\_

For Staff (name of employing Member or Committee): Representative Dan Kildee

Office Address: 200 Cannon House Office Building

Telephone Number: 614-557-5863

Email Address of Contact Person: alanna.chapell@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](mailto:travel.requests@mail.house.gov).



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# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Alanna Chapell
2. Sponsor(s) who will be paying or providing in-kind support for the trip:  
Recording Industry Association of America
3. City and State **OR** Foreign Country of Travel : New York, NY
4. a. Date of Departure: May 1, 2023 Date of Return: May 2, 2023  
b. Yes  No  Will you be extending the trip at your personal expense?  
If yes, list dates at personal expense: N/A
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: N/A  
(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:
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 a Legislative Assistant to a Member of Congress on the Ways and Means Committee, this itinerary directly relates to the Committee's jurisdiction and legislation related to recording artists and America's music industry.
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  Date 03/31/2023

Michael Guest, Mississippi  
*Chairman*  
Susan Wild, Pennsylvania  
*Ranking Member*

David P. Joyce, Ohio  
John H. Rutherford, Florida  
Andrew R. Garbarino, New York  
Michelle Fischbach, Minnesota

Veronica Escobar, Texas  
Mark DeSaulnier, California  
Deborah K. Ross, North Carolina  
Glenn F. Ivey, Maryland



ONE HUNDRED EIGHTEENTH CONGRESS

**U.S. House of Representatives**

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

Kelle A. Strickland  
*Counsel to the Chairman*

David Arrojo  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
Facsimile: (202) 225-7392

April 20, 2023

Ms. Alanna Chapell  
Office of the Honorable Daniel T. Kildee  
200 Cannon House Office Building  
Washington, DC 20515

Dear Ms. Chapell:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to New York, New York, scheduled for May 1 to 2, 2023, sponsored by Recording Industry Association of America. 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 \$480 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,

Michael Guest  
Chairman

Susan Wild  
Ranking Member

MG/SW:kjf





Alanna Chapell  
Office of Rep. Dan Kildee  
Washington, DC

Dear Alanna:

I would like to invite you to attend the Recording Industry Association of America's (RIAA) privately-sponsored trip to New York City to visit Warner Music Group (WMG), Sony Music Entertainment (SME), and Universal Music Group (UMG) on Monday, May 1 through Tuesday, May 2, 2023. This trip has been planned in accordance with the House of Representatives' privately-sponsored travel rules.

The Recording Industry Association of America advocates for recorded music and the people and companies that create it in the United States. RIAA's several hundred members – ranging from major American music groups with global reach to artist-owned labels and small businesses – make up the world's most vibrant and innovative music community, working to help artists reach their potential and connect with fans while supporting hundreds of thousands of American jobs.

This trip involves a series of briefings and discussions pertaining to the development and business practices of music companies in the digital age. It will bring congressional staffers together with industry experts and executives for the purposes of understanding key issues affecting trade, intellectual property, and copyright policies. On Tuesday, May 2, RIAA will sponsor a full day of discussions and tours that examine the daily functions of these three major record labels. Items on the agenda will include presentations from the record labels' leadership and communications staff, along with visiting onsite facilities such as the Artist & Repertoire (A&R) department and in-house recording studios.

RIAA will cover costs relating to the trip, including: round-trip transportation, hotel expenses for Monday, May 1 and group meals. We will provide paperwork for submission prior to the 30-day House Ethics travel deadline (Monday, April 3). Please respond to Isabel Wasserzug at [iwasserzug@riaa.com](mailto:iwasserzug@riaa.com) prior to this deadline to confirm your participation and timely submission of the attached ethics travel forms.

Sincerely,

A handwritten signature in black ink, appearing to read "Victoria Sheckler". The signature is fluid and cursive, with a long horizontal stroke at the end.

Victoria Sheckler  
Senior Vice President, Deputy General Counsel  
Recording Industry Association of America



**Recording Industry Association of America  
Educational Staff Trip to  
Warner Music Group / Sony Music Entertainment / Universal Music Group  
Monday, May 1 – Tuesday, May 2**

**Monday, May 1**

- 2:30pm Staff suggested arrival to Union Station (Washington, DC)
- 3:00 pm Amtrak Train Departure  
*Amtrak train #148 Northeast Regional  
Union Station to Moynihan Train Hall/Penn Station (coach travel)  
Estimated travel cost: \$31/person*
- 6:30pm Amtrak arrival to Moynihan Train Hall/Penn Station (New York, NY)
- 6:40pm Depart Moynihan Train Hall/Penn Station for Freehand New York hotel  
*Upon arrival to Penn Station, Hill staff will take Ubers to hotel  
Estimated transportation costs: \$8/person*
- 6:50pm Hotel check in at Freehand New York  
*Freehand New York (23 Lexington Ave, New York NY 10010)  
Room rate: \$244/night  
Hotel was chosen for proximity to site locations on March 14*

**Tuesday, May 2**

- 8:15am Hotel check out
- 8:30am Staff take Ubers to briefing at Warner Music Group  
*Estimated transportation costs: \$10/person*
- 8:45am-9:45am Working breakfast & RIAA educational briefing at Warner Music Group  
*Warner Music Group (1633 Broadway, New York, NY 10019)  
7<sup>th</sup> Floor Board Room  
Estimated breakfast cost: \$19/person*

Hill staff will receive an overview of the music business looking at public RIAA industry revenue numbers along with a recent report on label value in the modern music era and will hear from an industry expert on the latest trends in music fans' listening habits. Overview will end with Q&A. The educational briefing will feature:

	8:45am-8:50am	Intro from Rafael Fernandez, SVP, State Public Policy, RIAA
	8:50am-9:20am	Music Industry Revenue overview (speaker tbd)
	9:20am-9:40am	Content Protection/Anti-piracy overview (speaker tbd)
9:40am-9:45am	Break	
9:45am-11:15am	Continued educational briefing at Warner Music Group <i>Warner Music Group (1633 Broadway, New York, NY 10019) 7<sup>th</sup> Floor Board Room</i>	
	<p>At Warner Music Group, staff will learn first-hand what goes into discovering unique talent and what the future of music looks like in the digital age. What is the “formula” for knowing which artists to sign? How does emerging technology assist in that search? And in this age of DIY where anyone can release an album, what does a label bring to the table that might help an artist achieve their dreams of success? What’s next after streaming and how will fans interact with music in the Metaverse? All of these questions (and more) will be answered as staff will hear from label executives in charge of these essential functions, along with a tour of the in-house Atlantic recording studio. The educational briefing will feature:</p>	
	9:45am-10:15am:	Tour of Atlantic Records’ recording studio with one of Atlantic’s engineers
	10:15am-11:15am:	<p>Summer Wilkie, Senior Vice President, Communications and Marketing, Warner Music Group, will moderate a discussion featuring:</p> <ul style="list-style-type: none"> <li>- Oana Ruxandra, EVP, Business Development &amp; Chief Digital Officer</li> <li>- Chris Atlas, EVP, Urban Music &amp; Marketing, Warner Records</li> </ul>
11:30am	Staff take Ubers to briefing at Sony Music Entertainment <i>Estimated transportation costs: \$9/person</i>	
12:15pm-1:45pm	Educational tour & lunch at Sony Music Entertainment <i>Sony Music Entertainment (25 Madison Ave, New York, NY 10010) 28<sup>th</sup> Floor Studio</i>	

*Estimated lunch cost: \$21/person*

At Sony Music, staff will get a demonstration of the company's state-of-the-art data and analytics tools used to help artists reach their broadest global audience as well as its cutting-edge artist royalty portal. These tools have been developed and are continually improved upon with the goals of transparency, speed and ease of use. They also inform the company's Artist & Repertoire and marketing efforts, applications which will be brought to life through a case study of a recent Sony Music artist hit single and album release. The case study will highlight the complex and interconnected elements of a modern-day global project launch.

Attendees will then learn how Sony Music is using AI and machine learning technologies as well as how it is approaching the legal, commercial and creative challenges and opportunities presented by rapidly evolving generative AI technologies.

12:15pm-12:30pm Buffet Lunch upon entry to 28<sup>th</sup> Floor Recording Studio

12:30pm-12:35pm Intro and welcome by Deirdre McDonald, EVP Global Public Policy & Government

12:35pm-12:55pm Discussion featuring:  
- Victoria White-Mason, VP of Marketing, Columbia Records

12:55pm-1:15pm Demonstration and discussion featuring:  
- Kirit Joshi, Chief Information Officer

1:15pm-1:45pm Demonstration and discussion: AI's Opportunities and Challenges for the Music Business  
- Jeff Walker, EVP & Head, Business & Legal Affairs, Global Digital Business  
- Chris Frankenberg, VP, Head of Emerging Technology

1:55pm Staff take Ubers to briefing at Universal Music Group  
*Estimated transportation costs: \$5/person*

2:45pm-4:15pm Educational tour at Universal Music Group  
1755 Broadway, New York, NY 10019  
*Estimated snack costs: \$7/person*

At Universal Music Group, staff will begin their visit with a welcome by UMG's EVP of Public Affairs Eric Berman, followed by an open

conversation with executive(s) from a select UMG record label on what it takes to run a successful, artist-centric business. Afterwards, participants will tour one of UMG's record labels and visit our in-house mastering studio to learn how music is mixed and produced after it has been recorded. The visit will end with a tour of UMG's merchandising arm, Bravado, where staff will learn how we partner with artists to service their careers beyond recorded music.

During these highly interactive sessions, staff will learn how IP is utilized through multiple business opportunities. They will also learn about A&R, artist investment and the collaboration between artists and labels required to build a successful career in music, where artists reach their greatest creative and commercial potential.

PRE 2:45pm	Immersive Automotive Systems Demo
2:45pm-3:00pm	Intro to UMG and Music 101 - Eric Berman, EVP Public Affairs (confirmed)
3:00pm-3:30pm	The Value of a Record Label - Jamie Krents, President Verve Records (invited) - Other Verve staff (invited)
3:30pm-3:45pm	Mixing & Mastering a Record - Anthony Munderville, Sr. Director Digital Operations (invited) - Sound Engineers (invited)
3:45pm-4:00pm	Building a Brand - Matt Young, President, Bravado (invited)
4:10pm	Staff regroup in UMG's Republic Studios lobby and take Ubers to Moynihan Train Hall/Penn Station <i>Estimated transportation costs: \$8/person</i>
4:30pm	Staff arrival at Moynihan Train Hall/Penn Station (New York, NY)
5:27pm	Amtrak train departure <i>Amtrak train #193 Northeast Regional Moynihan Train Hall/Penn Station to Union Station (coach travel) Estimated travel cost: \$62/person</i>
8:42pm	Amtrak train arrival to Union Station (Washington, DC)

**Attachment #1 (Question 4):**

Legislative issues emerging from the House Judiciary, Energy & Commerce, Ways & Means, Science & Technology, House Rules, and House Administration Committees are of primary interest to the RIAA. RIAA has invited a range of senior level staffers from relevant committees/offices with jurisdiction over IP, copyright, technology, social justice, and/or trade related issues or who are responsible for these issues on behalf of their congressional offices. We have also invited staff of Members whose districts are uniquely invested in the music economy.

The list of invited House staffers is:

First Name	Last Name	Title	Office/Committee	Relevance Area
Emily	Ackerman	Professional Staff Member	House Rules Committee	Rules Committee
Josh	Bell	Chief of Staff	Rep. Ron Estes	Ways and Means
LaVontae	Brooks	Deputy Chief of Staff	Rep. Steven Horsford	Congressional Black Caucus
Alanna	Chapell	Legislative Assistant	Rep. Dan Kildee	Ways and Means
Jordan	Dickinson	Legislative Director	Rep. Dan Kildee	Ways and Means
Jennifer	Epperson	Chief Counsel	Energy and Commerce Committee	Energy and Commerce
Vincent	Evans	CBC Executive Director	Congressional Black Caucus	Congressional Black Caucus
Casey	Fitzpatrick	Deputy Chief of Staff	Rep. Kelly Armstrong	House Energy & Commerce
Marcus	Garza	Chief of Staff	Rep. Hank Johnson	House Judiciary
Emily	Goldman	Legislative Counsel	Rep. Hank Johnson	House Judiciary
Tiffany	Guarascio	Staff Director	Energy and Commerce Committee	Energy and Commerce
Gabrielle	Howard	Legislative Director	Rep. Sydney Kamlager-Dove	Music City - Los Angeles
Tasia	Jackson	Chief of Staff	Rep. Hakeem Jeffries	Leadership
Asha	Jones	Chief of Staff	Rep. Steven Horsford	Congressional Black Caucus
Roz	Leighton	Chief of Staff	Rep. Kelly Armstrong	Energy and Commerce
Nicole	Manley	Legislative Director	Rep. Ben Cline	House Judiciary
Megan	McCorquodale	Judiciary Legislative Assistant	Rep. Joe Neguse	House Judiciary
Tom	Moran	Chief of Staff	Rep. Maria Salazar	Music City - Miami
Katie	Morley	Senior Legislative Assistant	Rep. Adrian Smith	Ways and Means
Zoë	Oreck	Legislative Director/ General Counsel	Rep. Hakeem Jeffries	Leadership

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Office/Committee</b>	<b>Relevance Area</b>
Carlos	Paz	Chief of Staff	Rep. Jimmy Gomez	House Ways & Means
Samantha	Ramirez	Communications Director	Rep. Maxwell Frost	Science/Technology
Jorge	Rueda	Trade Counsel	Ways and Means Committee	Ways and Means
Feven	Solomon	Deputy Executive Director	Congressional Black Caucus	Congressional Black Caucus
Elliott	Tomlinson	Counsel House Admin Committee	Rep. Bryan Steil / House Admin Committee	House Administration
Ella	Yates	Member Services Director	House Judiciary Committee	House Judiciary

**Attachment #2 (Question 12):**

The Recording Industry Association of America (RIAA) advocates for recorded music and the people and companies that create it in the United States. RIAA's several hundred members – ranging from major American music groups with global reach to artist-owned labels and small businesses – make up the world's most vibrant and innovative music community, working to help artists reach their potential and connect with fans while supporting hundreds of thousands of American jobs.

In pursuit of its mission, the RIAA is embarking on a series of educational site tours, which will provide congressional staff with firsthand knowledge of the music industry and its impacts on the U.S. economy and creative culture. Through our continued advocacy and educational opportunities, RIAA discovered that even staffers with a background in intellectual property, copyright litigation, technology and trade issues lack firsthand experience with music companies in the digital age and demonstrated a strong interest in learning more about the industry's daily operations and structure. In light of this, we have invited staffers that work for Members of Congress appointed to the House Judiciary, Energy and Commerce, Ways and Means, Science, Space, and Technology, and House Rules, and House Administration Committees, and handle or are involved in IP, copyright, technology, social justice, and/or trade issues. We have also invited staff of Members whose districts are uniquely invested in the music economy. This trip should provide those staffers with relevant experience to make better informed policy decisions as they perform their various roles on Capitol Hill.

The RIAA has selected New York, NY because it is the location of three major record label operations: Sony Music Entertainment, Universal Music Group, and Warner Music Group. Each of their offices in New York offers unique insight into the music industry's various artist development and business practices, which include: Artist & Repertoire (A&R), Mastering Studios, and distribution partnerships for catalog and merchandise.

The Recording Industry Association of America is the sole sponsor of this trip and is planning, executing and financing all aspects of the trip.