

**Form to request photographs from the 2011 Secretarial Honor Awards
event of October 27, 2011 at the Forrestal Building**

Please review the accompanying document with the proof sheets from the event and identify the photographs you would like to receive. Fill in and save the following form (the form is saveable with the free Acrobat Reader) and send it to photo@hq.doe.gov to obtain your copies of the pictures.

You may ask for 1) the electronic file, and/or 2) prints of the photograph(s). As possible, organizational offices should request groups of images to be distributed to the participants. Electronic images will be e-mailed, and physical prints will be mailed as soon as possible.

Request for Images from 2011 Secretarial Honor Awards Event

Name: _____ Work phone: _____

E-Mail Address: _____ Organizational Code: _____

Mailing Address:
(if nothing being
mailed please fill
in site details so
we know who
you are)

Image Number(s): _____ Electronic Photo Print Quantity: _____

Special instructions:

If you have any questions please e-mail photo@hq.doe.gov