

CONFERENCE PARTICIPATION							DATE OF SUBMISSION			
TO: DEFENSE LOGISTICS AGENCY ATTN: DDAS 8725 John J. Kingman Road, Suite 2533 Fort Belvoir, VA 22060-6221				FROM:						
INSTRUCTIONS: This form should be submitted to this Headquarters, ATTN: DDAS, within 10 days following attendance/participation in a procurement conference, trade fair, exposition, or any type of outreach event.										
1. DATE OF CONFERENCE		2. PLACE OF CONFERENCE								
3. TYPE OF CONFERENCE				4. SPONSORED BY						
5. NAMES OF ALL DLA ATTENDEES										
6. ESTIMATED NUMBER OF ATTENDEES										
LARGE BUSINESS		SMALL BUSINESS		Disadvantaged Women-owned		PRIME CONTRACTORS		GOVERNMENT COUNSELLORS		TOTAL ESTIMATED ATTENDANCE
7. COMMENTS/SUGGESTIONS										
									8. POINT OF CONTACT	
									9. TELEPHONE NUMBER	
									DSN	