| U.S. DEPARTMENT OF COMMERCENATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATIONConference Approval Transmittal Form |
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| **Conference Title:****Conference Dates:****Line/Staff Office:****Total Conference Estimate:** **$ # Attendees**  |
| **Name** | **Title** | **Signature** | **Date** |
|  | NOAA LO DAA/ SO Director |  |  |
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| **Notes: For Conferences under $200K**  |