# LF AI Day - NA - Date TBD

Event planning and general information template below - To be updated by Event/Meeting Lead

- Event/Meeting Details
- Planning To-Do List
- Draft/Final Schedule
- Event/Meeting Photos
- Planning Meeting Notes

### **Event/Meeting Details**

LF AI Participation Overview:

Event Location & Date(s):

**Event Website:** 

Please submit any questions about LF AI participation at this event to:

LF AI Event/Meeting Lead Name & Contact Details: Nat Subramanian, natarajan.subramanian@techmahindra.com

Register for event here:

Visa Letter Request Process: https://events.linuxfoundation.org/visa-request/

### Planning To-Do List

Tracking for to-do items, due dates, owners, and notes

То Do	Due Date	Completed	Owner	Notes

#### Draft/Final Schedule

Draft and final schedule to be posted here, including presentation links

Time	Topic	Speaker	Presentation (Link)



# **Event/Meeting Photos**

Post final event photos to be used in future marketing, social, and content

### **Planning Meeting Notes**

Add planning meeting notes here for collaboration among event planning participants

#### Meeting Date:

Notes...