



MEDIA GUIDELINES FOR POLLING PLACES AND CENTRAL TABULATION

June 7, 2011 Municipal General Election



INTERVIEWS

Interviews: To arrange an interview, contact:

- Lorena Portillo at the Election Department at 455-2944 [or](#)
- Dan Kulin at the Public Communication Office at 455-5534 or 376-3764

POLLING PLACES

See the Team Leader: Ask for the Team Leader upon entering the voting area. The Team Leader has supervisory authority in the polling place and you should make your presence known to him or her. Team Leaders may ask for your media credentials. You will need to consult with the Team Leader about filming, photographing, camera placement, lighting, etc.

Rules:

- [Public observation rules](#) apply.
- No one may interfere with the voting process or the work of election staff.
- Do not converse with voters in the voting area.
- Conduct interviews outside of the polling place.
- Media may film willing voters inside the polling place (except for interviews), but filming must not violate the secrecy of the voter's ballot, e.g., no direct or clear shots of a voter's ballot, and it must not disrupt the election process.

CENTRAL TABULATION - ELECTION CENTER WAREHOUSE

Coordinate with the Public Communications Office: Contact Dan Kulin at 455-5534 or 376-3764 if you are a member of the media and plan to be at the Election Center on election night. This is necessary to coordinate parking, equipment set-up, TV vans and other related matters. A [map](#) helpful for locating the Election Center is available online.

Set Up Only in Designated Areas: The media may set up in the specific areas designated for media coverage within the Election Center. **NO ANTENNAS ARE ALLOWED ON THE ROOF.** The [interior layout](#) of the Election Center is available online.

Public Viewing Area: The [public viewing area](#) is where candidates, candidate representatives and members of the public must remain while observing the tabulation process.

Questions: Questions are welcome and should be addressed to Harvard (Larry) L. Lomax, Registrar of Voters at 455-2944. Other County staff at the Election Center will also be available to help schedule interviews, provide information and direct you to appropriate areas.

THANK YOU FOR YOUR COOPERATION.