## 2023 NEIGHBORHOOD COUNCIL ELECTION INFORMATION WORKSHEET

Please use this form to provide the Office of the City Clerk with your Neighborhood Council's (NC) preferred polling place, poll hours, and translation needs for the 2023 Neighborhood Council Elections. This worksheet will supplement the policies and procedures in the 2023 Neighborhood Council Election Handbook.

Board action is required to confirm the information on this worksheet. If this worksheet is not returned to the City Clerk by **AUGUST 1, 2022**, the City Clerk will use the poll hours, polling place preference, and translation requests established for the 2019 Neighborhood Council Elections.

PLEASE SUBMIT THIS FORM TO THE CITY CLERK BY AUGUST 1, 2022

1	NEIGHBORHOOD COUNCIL: Neighborhood Council Westchester / Playa						
POLL HOURS – Select a 4 or 6 hour window between the hours of 9:00 a.m. and 8:00 p.m. to conduct your at-po							
2	09:00am/秘袖 TO05:00 秘納/pm START TIME  END TIME						
	<b>POLLING LOCATION</b> – Provide one polling place within your NC boundaries to conduct your election and an alternative location in the event the first location is unavailable. The City Clerk will verify that this location is available on Election Day, complies with the Americans with Disabilities Act, and has adequate parking. If no location is selected, the City Clerk will first select the location used during the 2019 NC Elections or select a new location.						
The City Clerk has budgeted \$150 per Neighborhood Council for costs associated with the recruitmen location. In the event the cost to use the preferred location exceeds \$150, Neighborhood Councils will be returned the additional expenses.							
	<b>Note:</b> Please do not publicize the polling location before the City Clerk confirms the facility will be used for the election NCs will be notified once a polling location is confirmed.						
	Facility Name: <u>Westchester - Loyola Village Branch Library</u>						
	Address: 7114 W. Manchester Avenue, Los Angles, CA 90045						
	Location Contact Information:						
3							
	Contact Name Phone Email						
Have you made contact with this location regarding the election? (Optional)Y							
Alternate Facility Name: Westchester Senior Center							
Address: <u>8740 Lincoln Blvd., Los Angeles, CA 90045</u> Location Contact Information:							
							Contact Name Phone Email
	Have you made contact with this location regarding the election? (Optional) YES						



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**TRANSLATIONS** – Specify language needs for your NC. The following documents will automatically be translated into Spanish, Korean, and Chinese and made available upon request. Neighborhood Councils may be required to contribute an unspecified amount for each additional language. Payment will vary based on language request.

	Candidate Filing Form:						
4	Specify requested language(s)						
	Voter Registration Form: Specify requested language(s)						
	Polling Place Interpreter:						
	NC ELECTION BOARD CONTACT INFORMATION						
5	Election or Outreach Committee Chair: Theresa Torrance		orrance	310-663-6234	theresa.ncwpdr@gmail.com		
	Name			Phone	Email		
	Secondary Contact: John Logsdon 323-821-6		323-821-6619	johnlogsdon.ncwp@gmail.com			
	Name		Phone	Email			
NEIGHBORHOOD COUNCIL APPROVAL							
By signing below, the President/Chair of the above-named Neighborhood Council declares under the penalty of perjury that the							
information in this Election Information Worksheet was approved as an official action of the Board per the Neighborhood Council's Bylaws							
at a Brown Act-noticed Neighborhood Council public meeting, held with a quorum of the Board present. If requested, the Neighborhood							
Council will provide the Neighborhood Council agenda, minutes, or resolution supporting the approval of this document.							
Date of Board Action:							
President/Chair: Paula Gerez				310-922-9175	paula.ncwpdr@gmail.com		

Signature

Phone

Email

ing chair.<u>-radia de</u>

Name