



COUNTY OF LOS ANGELES  
**REGISTRAR-RECORDER/COUNTY CLERK**

12400 Imperial Highway – P.O. Box 1024, Norwalk, California 90651-1024 - [www.lavote.net](http://www.lavote.net)

**DEAN C. LOGAN**  
Registrar-Recorder/County Clerk

October 13, 2009

TO: Bureau Chiefs  
Editors

FROM: Dean C. Logan *DeeL*  
Registrar-Recorder/County Clerk

SUBJECT: **November 3, 2009 CONSOLIDATED ELECTIONS – Press Room**

The Registrar-Recorder/County Clerk (RR/CC) is in the process of making Election Day preparations for the Consolidated Elections to be held on November 3, 2009. The RR/CC Headquarters at 12400 Imperial Highway, Norwalk, will have a Press Room for news media representatives on Election Night. Space in the Press Room may be reserved for your use upon receipt of the completed RR/CC Reservation Form attached. Election results will be made available at intervals of approximately 30-40 minutes via Internet in the Press Room. Hard copy printouts will also be available. Full results may also be obtained through our website [www.lavote.net](http://www.lavote.net). The RR/CC will also provide some abbreviated result updates via twitter (<http://twitter.com/lacountyrrcc>). All electronic results are provided in real time.

News media must make their own arrangements for the installation of telephone lines or other required equipment. A limited number of pay telephones are available for those not requiring special installations. We urge you to make arrangements for communication services as quickly as possible. Installation of telephone lines can be arranged through Verizon. A Verizon Form is attached for this purpose. The completed Verizon Form should be faxed to (805) 375-9293, attention: Berdy Scanlan. Requests by phone will not be taken. However, if you have questions regarding this service you may contact Berdy Scanlan at (800) 344-4831 extension 2077.

You must bring your own instrument (with cord), or lease one through a phone center. Note: You cannot operate an instrument unless arrangements have been made with Verizon for installation of a line. Use of cell phones is allowed. Orders for broadcast loops or data circuits should be placed through your agency's regular contact.

**The deadline to fax your completed form to Verizon requesting a phone line is  
Friday, October 23, 2009.**

All news media representatives assigned by their organizations to cover the election from the RR/CC Headquarters must carry credentials issued by this office. The credentials, which are necessary for security purposes, will admit your personnel to the Press Room.

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To obtain credentials, the attached RR/CC Reservation Form must be completed and faxed or mailed to the number or address at the bottom of the form.

Please indicate your needs on the attached RR/CC Reservation Form.

**The deadline to return the completed RR/CC Reservation Form to request space in the RR/CC Headquarters Press Room and to obtain credentials to be permitted into the Press Room is Friday, October 23, 2009**

If you have any questions, please call Marcia Ventura or Eileen Shea of my staff at (562) 462-2726 or (526) 462-2648.

*c/m/m: ML 11-3-09*

**VERIZON**

**Temporary Telephone Service Request**  
**Los Angeles County Recorder's Office 12400 Imperial Hwy Norwalk**  
PLEASE PRINT CLEARLY

Election Name : November 3, 2009 Consolidated Elections  
Business Name: \_\_\_\_\_  
Space/Cubicle: \_\_\_\_\_  
Quantity of Business Lines Needed: \_\_\_\_\_  
Install Date: \_\_\_\_\_ Disconnect Date: \_\_\_\_\_  
Long Distance Company: \_\_\_\_\_

To avoid the default long distance rates, please contact the long distance company you have chosen for this event, to obtain rates, or to establish a discount calling plan. Verizon acts as a billing agent only, and is not responsible for the rates charged by long distance providers.

Optional Service Restrictions - No Charge (X Choices):

Caller ID Block  Third # Block  Collect Block  900/976 Block  \*69/\*66/Three Way Calling Block

*Other Verizon services available upon request, please call for availability and pricing.*

On-Site Contact: Marcia Ventura Business Phone #: (562) 462-2726

APPLICANT INFORMATION

Name of **Authorized** Person Filling out this Form: \_\_\_\_\_  
Position with Business: \_\_\_\_\_ Cell Phone # \_\_\_\_\_  
Main Business Telephone Number: \_\_\_\_\_  
Name of Responsible Party : \_\_\_\_\_  
Corporations - Provide Federal Tax ID: \_\_\_\_\_  
Sole Ownership Provide DL#: \_\_\_\_\_ St: \_\_\_\_\_ SSN #: \_\_\_\_\_  
Billing Address - Street : \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip : \_\_\_\_\_

Installation of one line is \$321.46; each additional line is \$62.74. This includes one hour of wiring to your space/booth for one or more lines. Any wiring performed beyond the first hour is billed \$27.50 for each 15-minute increment.

The monthly charge for each line is \$31.53, and there is minimum of one month billing required. Amounts quoted for installation and monthly exclude optional services, call usage, and applicable taxes and surcharges.

Please Fax Completed Form to (805) 375-9293 Attn: Berdy Scanlan  
For Questions Call (800) 344-4831 ext. 2077 Attn: Berdy Scanlan

To Receive Confirmation: Name: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Verizon is required by the Utilities Commission to charge the rates that are listed in its tariffs. Should there be a conflict between the quoted rate and the tariff, the tariffed rate will prevail.



OFFICE USE:  
Order #: \_\_\_\_\_ Due Date: \_\_\_\_\_

Assigned Tel No. (s) \_\_\_\_\_ Monthly \$ \_\_\_\_\_ Install \$ \_\_\_\_\_

**REGISTRAR-RECORDER/COUNTY CLERK RESERVATION FORM**

Requirements for credentials, space, and communications equipment  
November 3, 2009 Consolidated Elections

Name of Media Organization \_\_\_\_\_

Address \_\_\_\_\_

Number of Credentials \_\_\_\_\_

Desk Space Needed  
 YES  NO



Are you planning to make arrangements for telephone or other communications services?  
 YES  NO

If the answer to the above is yes, what type and quantity?

Telephones: \_\_\_\_\_  
Data Circuits \_\_\_\_\_  
Broadcast loops: \_\_\_\_\_



If you plan to utilize such specialized equipment, i.e. remote broadcasting gear, please complete the following:

Type of Equipment: \_\_\_\_\_  
Quantity: \_\_\_\_\_  
Physical dimensions: \_\_\_\_\_  
Power requirements: \_\_\_\_\_



Name \_\_\_\_\_

(Please print)

Title \_\_\_\_\_ Telephone Number \_\_\_\_\_

Date \_\_\_\_\_

**Return completed form by fax or mail to:**

Fax (562) 864-2194 Attn: Media Information

Media Information & Support Services  
Registrar-Recorder/County Clerk  
12400 Imperial Highway, Suite 7001  
Norwalk, CA 90650

**PLEASE RETURN THIS FORM BY FRIDAY, OCTOBER 23, 2009.  
CREDENTIALS WILL BE FURNISHED UPON RECEIPT OF YOUR REPLY.**