

## 2007 GENERAL ELECTION VIDEO VOTERS' GUIDE TAPING APPOINTMENT PREFERENCES FORM

**Your Name,  
Printed:** \_\_\_\_\_

**Position or  
Ballot Issue:** \_\_\_\_\_

Please indicate blocks of time during which you are available to tape your General Election Video Voters' Guide statement, and return this form to the SEEC as soon as possible.

- **Please select a *minimum* of three time periods.** Time slots are limited and some will be in heavy demand. **If you respond early and indicate *several* times** that you are available, you will increase your chances of being included in the Guide. You are welcome to indicate your *preferred* times; we will attempt to accommodate your preferences. **Appointments will be confirmed in writing.**
- **Each time slot is 30 minutes**, including 15 minutes for taping and 15 minutes for set-up, tape review and selection. **Your speech is limited to 2 minutes.** *Rehearsal in advance will greatly improve your timing and presentation.*
- **Plan to arrive 15 minutes before your scheduled time.** Parking is scarce around City Hall.
- **Bring a printed copy** of your speech with you, to assist in closed captioning. **In general, a two-minute presentation should be no longer than 350 words.** ***PRACTICE, PRACTICE, and PRACTICE*** before coming, since editing on the spot takes up your valuable appointment time.
- **A TELEPROMPTER** will be available to those who submit a properly formatted file to the SEEC at [mardie.holden@seattle.gov](mailto:mardie.holden@seattle.gov) **at least two business days prior** to your appointment. **The document must be in Times New Roman, 16 pt, with no italics, bolds, or underlines.** The file should be attached to the e-mail as a Word document.

**NOTE:** If your file is not received in time and in the proper format, you will not be able to use the teleprompter. Use of the teleprompter is optional. Remember to bring a hard copy to use as backup as well as to assist with closed captioning. Each speaker will stand behind a podium.

**You will receive written confirmation of your appointment with directions to the studio.** Taping is done in the Seattle Channel studios in City Hall in downtown Seattle.

***Indicate the time periods during which you are available for taping:***

<p><i>Please indicate several times you are available. We will try to give you your preferred appointment.</i></p> <p><i>Please schedule your appointment for Thursday, September 6, if possible.</i></p>	<p><b>Thursday, September 6</b></p> <p><input type="checkbox"/> 8:30 am <input type="checkbox"/> 9:00 am <input type="checkbox"/> 9:30 am <input type="checkbox"/> 10:00 am <input type="checkbox"/> 11:00 am <input type="checkbox"/> 11:30 am <input type="checkbox"/> 12:00 noon <input type="checkbox"/> 2:00 pm <input type="checkbox"/> 2:30 pm <input type="checkbox"/> 3:00 pm <input type="checkbox"/> 3:30 pm <input type="checkbox"/> 4:00 pm</p>	<p><b>Friday, September 7</b></p> <p><input type="checkbox"/> 8:30 am <input type="checkbox"/> 9:00 am <input type="checkbox"/> 9:30 am <input type="checkbox"/> 10:00 am <input type="checkbox"/> 11:00 am <input type="checkbox"/> 11:30 am <input type="checkbox"/> 12:00 noon <input type="checkbox"/> 2:00 pm <input type="checkbox"/> 2:30 pm <input type="checkbox"/> 3:00 pm <input type="checkbox"/> 3:30 pm <input type="checkbox"/> 4:00 pm</p>	<p><b>Saturday, September 8</b></p> <p><input type="checkbox"/> 8:30 am <input type="checkbox"/> 9:00 am <input type="checkbox"/> 9:30 am <input type="checkbox"/> 10:00 am <input type="checkbox"/> 11:00 am <input type="checkbox"/> 11:30 am <input type="checkbox"/> 12:00 noon <input type="checkbox"/> 2:00 pm <input type="checkbox"/> 2:30 pm <input type="checkbox"/> 3:00 pm <input type="checkbox"/> 3:30 pm <input type="checkbox"/> 4:00 pm</p>	<p><b>Monday, September 10</b></p> <p><input type="checkbox"/> 8:30 am <input type="checkbox"/> 9:00 am <input type="checkbox"/> 9:30 am <input type="checkbox"/> 10:00 am <input type="checkbox"/> 11:00 am <input type="checkbox"/> 11:30 am <input type="checkbox"/> 12:00 noon <input type="checkbox"/> 2:00 pm <input type="checkbox"/> 2:30 pm <input type="checkbox"/> 3:00 pm <input type="checkbox"/> 3:30 pm <input type="checkbox"/> 4:00 pm</p>
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- **Return your Taping Preferences by August 27 with your *PRODUCTION RESPONSE FORM* and payment (payable to City of Seattle) or waiver request to:**

**Seattle Ethics and Elections Commission**

Seattle Municipal Tower, Ste. 4010

**Mailing Address:** P.O. Box 94729, Seattle, WA 98124-4729

**E-Mail:** [mardie.holden@seattle.gov](mailto:mardie.holden@seattle.gov)

**Fax:** 206-684-8590

**Phone:** 206-684-0595