

SEIU Local 73, Elections Committee Guidelines for Distributing Campaign Literature by E-mail

As stated in the Officer Election Rules, SEIU Local 73 will comply with all reasonable requests of any candidate or slate of candidates to distribute by electronic mail, via an Email Vendor selected by the Elections Committee and at the candidate's or slate's expense, campaign literature in aid of that person's candidacy. Such electronic mail shall only be sent to the personal email addresses of members that are maintained in the membership records of Local 73 (for approximately 14,700 members), which represent approximately one-half of the voting membership.

The following guidelines have been adopted by the Elections Committee to govern this email campaigning:

- a. Each candidate or slate of candidates for an Officer position that wishes to distribute campaign materials by email to a portion of the SEIU Local 73 membership may do so by following the procedures outlined here.
- b. Campaign emails that are timely and correctly submitted will be distributed by the Email Vendor on each Friday during the election period, beginning on September 27, 2019, and continuing on October 4, 2019, October 11, 2019, October 18, 2019, October 25, 2019, November 1, 2019, and November 8, 2019. To be timely, a PDF (Portable Document Format) of the campaign mailing for the upcoming Friday must be received by the Email Vendor on or before Wednesday of that week, no later than 5:00 p.m. central time.
- c. The Email Vendor selected by the Elections Committee is MyDBSolutions, LLC, 3341 South 4000 West, West Valley, Utah, 84120, 801-657-5373, Bob@MyDBSolutions.com. The PDF for any campaign email must be sent to this email address to be correctly submitted.
- d. Candidates or slates wishing to utilize email for campaigning will be required to pay for all charges required by the Email Vendor in advance of each email distribution, which will include the hourly rates for the vendor to coordinate or distribute the requested electronic email. Each candidate or slate wanting to campaign by email is required to contact the Email Vendor by telephone to arrange for such advance payments.
- e. Each campaign email, at the option of the candidate or slate, may be sent to all members of Local 73 for whom a personal email address is available, or to a portion of the membership such as, for example, all members in a particular Region or another segment of the membership that can be practicably identified from the listing of email addresses kept by the Local.
- f. Neither SEIU Local 73 nor the Elections Committee nor the Email Vendor will make any changes, including any correction of errors (i.e., misspelling, grammar, or typing errors) to the content of any PDF to be distributed by email.
- g. Each email distributed by the Email Vendor will be sent from an email address that is not associated with Local 73 or any candidate, will list "Campaign Mailing" as the subject of the email, will attach the PDF precisely as it was received by the Email Vendor from a candidate or slate, and will contain the following text in the body of the email:

Attached to this email is campaign literature from a candidate or slate of candidates running for office in SEIU Local 73. Federal law requires that this campaign literature be distributed, but only the candidate or slate that has prepared this attachment is responsible for its content. Indeed, neither Local

73 nor its Elections Committee has reviewed the content of the PDF attachment.

Federal law also prohibits the use of union or employer resources to promote the candidacy of any person in an election. Accordingly, please refrain from opening or forwarding this email on a union or employer computer, or while on union or employer time.

Candidates or members with questions about the distribution of campaign literature by email may contact the Chair of the Elections Committee at Elections@seiu73.org and the DOL-OLMS Election Supervisor at OLMS-Local73-ElectionSupervisor@dol.gov. As with all such contacts, the Chair of the Elections Committee reserves the right to require any candidate or member to submit any questions in writing.

Any violation of these rules should be reported promptly and in writing to both the Elections Committee and the Department of Labor's Election Supervisor so that corrective action can be taken, where necessary.