



Outreach and education on election processes is an important service to Gwinnett’s voters.
Please submit at least **two weeks** prior to the requested date; attendance is subject to availability.

ORGANIZATION INFORMATION

Name: _____ Phone: _____

Contact person: _____ Email: _____

EVENT DETAILS

Event name: _____ Facility Name: _____

Address: _____ City: _____

Event date: _____ Set-up time: _____ Start time: _____ End time: _____

Press/Media Present: Yes No Languages (check all that apply): English Spanish Other _____

Number of expected attendees: _____ Target audience: _____

Briefly describe event: _____

Are the following available at the event (check all that apply)?

Event fee? Yes No Cost: \$ _____

Indoor Outdoor

Table: Qty _____ Size _____

Chair: Qty _____

Canopy

Electrical outlet

Food/Meal

Requested topics and/or programs (check all that apply):

Voter Registration drive information

Voting equipment demonstration

Overview of Voter Registrations & Elections processes

Poll Official recruitment

Absentee and/or Advance Voting

Please submit completed forms at least **two weeks** in advance by:

Fax: 678.226.7208

Email: ElectionsOutreach@GwinnettCounty.com

Mail: **Gwinnett Voter Registrations & Elections, Beauty P. Baldwin Building**
455 Gayson Highway, Suite 200, Lawrenceville, GA 30046