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# Chris Swope

## Lansing City Clerk

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To Whom It May Concern,

In partnership with diverse group of non-profit organizations, Lansing City Clerk's Office is organizing an annual Halloween activity-themed event to promote voter participation and citizen engagement called **Souls to the Polls Trunk or Treat**.

This year, the event will take place at the **South Washington Office Complex (SWOC) at 2500 S. Washington, on Saturday, October 29 from 1 to 4 pm.**

The Election Office will be an optional last stop of the drive-through event which will allow eligible residents to come inside to register to vote, vote early, and submit their completed absentee ballots. We will also be inviting families to participate in a mock Halloween special election. To view the 2021 Souls to the Polls Trunk-or-Treat video, please click [here](#) or visit <https://youtu.be/8jDOXgmpWsY>.

Participating partners will be setting up a station at which volunteers can pass out candy and non-partisan materials to drive-through participants in an outdoor, socially distanced environment that complies with all local and county health department recommendations.

Participating partners must meet the following requirements:

- Provide a minimum of 500 candies/treats/trinkets and/or any non-partisan giveaway items.
- Have volunteer coverage for the duration of the event Saturday, Oct 29 (1 pm – 4 pm).
- Comply with any Covid-19 protocols required from the Ingham County Health Dept., and the City of Lansing.
- Most importantly, **HAVE FUN!**

If your organization is unable to participate, we could use "swag" and giveaways to give out which would provide visibility to your organization and help us draw a crowd. Last year, we had more than 500 attendees in cars drive through.

**Tuesday, October 25<sup>th</sup> is the deadline for organizations to commit to hosting a station at Trunk-N-Treat event.**

Thank you for your consideration.

Sincerely,

Chris Swope, MMC/MiPMC  
Lansing City Clerk