



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (801) Blossom Athletic Center  
 Location Address: 12002 Jones Maltsberger Road San Antonio, TX 78216  
 Main Contact: Terri Armstrong eMail: tarms3@neisd.net  
 Telephone Number: (210) 356-6901 Facsimile Number: (210) 491-6135

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
  - Will you be able to furnish these? Yes No
- ★ Is your building A.D.A. accessible? Yes No
  - Is designated A.D.A. parking available? Yes No
  - Is voting area/room A.D.A. accessible? Yes No
- ★ Your building will need to be open from 6:00 a.m. until polls close. Yes No  
 Will the judge need a key or a special code? Yes No
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
  - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
 If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Piper Bass
  - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



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## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (003) Churchill High School  
 Location Address: 12049 Blanco Road San Antonio, TX 78216  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible? Yes No
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close. Yes No  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Cafeteria (MultiPurpose Center - MPC)
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (048) Bradley Middle School  
 Location Address: 14819 Heimer Road San Antonio, TX 78232  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible?
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close.  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Portable (Band)
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (050) Bush Middle School  
 Location Address: 1500 Evans Road San Antonio, TX 78258  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible?
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close.  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Entry/Foyer
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (043) Krueger Middle School  
 Location Address: 438 Lanark Drive San Antonio, TX 78218  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible?
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close.  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Entry/Foyer and Hallway (Science Building)
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (057) Lopez Middle School  
 Location Address: 23103 Hardy Oak Boulevard San Antonio, TX 78258  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible?
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close.  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Library
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

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### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (044) Nimitz Middle School  
Location Address: 5426 Blanco Road San Antonio, TX 78216  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
| If yes, please specify: <u>n/a</u>   |   |  |
| ★ Judge setup location/area <b>SB1 LAW REQUIREMENT:</b> Entry/Foyer (Cadet Hall)       |   |  |
| ➤ Is this a different location from the previous location?                             | Yes                                     | <input checked="" type="checkbox"/> No |

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (056) Tejeda Middle School  
 Location Address: 2909 Evans Road San Antonio, TX 78259  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

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**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
  - Will you be able to furnish these? Yes No
- ★ Is your building A.D.A. accessible? Yes No
  - Is designated A.D.A. parking available? Yes No
  - Is voting area/room A.D.A. accessible? Yes No
- ★ Your building will need to be open from 6:00 a.m. until polls close. Yes No  
 Will the judge need a key or a special code? Yes No
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
  - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
 If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Library Yes No
  - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (046) White Middle School  
Location Address: 7800 Midcrown San Antonio, TX 78218  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

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### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
| If yes, please specify: <u>n/a</u>   |   |  |
| ★ Judge setup location/area <b>SB1 LAW REQUIREMENT:</b> Entry/Foyer (Athletic Wing)    |   |  |
| ➤ Is this a different location from the previous location?                             | Yes                                     | <input checked="" type="checkbox"/> No |

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (142) Bulverde Creek Elementary School  
 Location Address: 3839 Canyon Parkway San Antonio, TX 78259  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
 EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible?
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close.  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Library
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (145) Cibolo Green Elementary School  
 Location Address: 24315 Bulverde Green San Antonio, TX 78261  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
 EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible?
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close.  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Hallway next to Gyms
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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#### BEXAR COUNTY ELECTIONS DEPARTMENT

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Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (119) Clear Spring Elementary School  
 Location Address: 4311 Clear Spring San Antonio, TX 78217  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
 EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? Yes No
- ★ Is your building A.D.A. accessible? Yes No
- Is designated A.D.A. parking available? Yes No
- Is voting area/room A.D.A. accessible? Yes No
- ★ Your building will need to be open from 6:00 a.m. until polls close. Yes No
- Will the judge need a key or a special code? Yes No
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Cafeteria
- Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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#### BEXAR COUNTY ELECTIONS DEPARTMENT

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Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (104) Dellview Elementary School  
 Location Address: 7235 Dewhurst Road San Antonio, TX 78213  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
 EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible?
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close.  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Gym 1 (New Gym)
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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#### BEXAR COUNTY ELECTIONS DEPARTMENT

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 Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)  
 Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)





# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (105) East Terrell Hills Elementary School  
Location Address: 4415 Bloomdale San Antonio, TX 78218  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? Yes ☒ No
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? Yes ☒ No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Entry/Foyer
- Is this a different location from the previous location? Yes ☒ No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (121) El Dorado Elementary School  
Location Address: 12634 El Sendero San Antonio, TX 78233  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? Yes ☐ No ☒
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? Yes ☐ No ☒
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Classroom Family Specialist Room
- Is this a different location from the previous location? Yes ☐ No ☒

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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#### BEXAR COUNTY ELECTIONS DEPARTMENT

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Telephone Number: (210) 335 - 0362 | Facsimile Number: (210) 335 - 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 - 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (136) Hardy Oak Elementary School  
Location Address: 22900 Hardy Oak Boulevard San Antonio, TX 78258  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
| If yes, please specify: <u>n/a</u>   |   |  |
| ★ Judge setup location/area <b>SB1 LAW REQUIREMENT:</b> Library                        |   |  |
| ➤ Is this a different location from the previous location?                             | Yes                                     | <input checked="" type="checkbox"/> No |

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

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Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (106) Harmony Hills Elementary School  
Location Address: 10727 Memory Lane San Antonio, TX 78216  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? Yes ☒ No
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? Yes ☒ No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Entry/Foyer
- Is this a different location from the previous location? Yes ☒ No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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Alternate Contact: James Huerta | (210) 335 - 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (123) Hidden Forest Elementary School  
 Location Address: 802 Silver Spruce San Antonio, TX 78233  
 Main Contact: Cynthia Ann Salazar eMail: csala4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
 EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Gym 1
- |  |     |  |
|--|-----|--|
| ➤ Is this a different location from the previous location? | Yes | <input checked="" type="checkbox"/> No |
|--|-----|--|

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207  
 Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)  
 Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)





# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (135) Huebner Elementary School  
Location Address: 16311 Huebner Road San Antonio, TX 78248  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
| If yes, please specify: <u>n/a</u>   |   |  |
| ★ Judge setup location/area <b>SB1 LAW REQUIREMENT:</b> Library                        |   |  |
| ➤ Is this a different location from the previous location?                             | Yes                                     | <input checked="" type="checkbox"/> No |

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (108) Larkspur Elementary School  
Location Address: 1802 Larkspur San Antonio, TX 78213  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? Yes ☐ No ☒
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? Yes ☐ No ☒
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Hallway (Parking Lot on Belair Drive)
- Is this a different location from the previous location? Yes ☐ No ☒

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (146) Las Lomas Elementary School  
Location Address: 20303 Hardy Oak Boulevard San Antonio, TX 78258  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

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**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? Yes ☐ No ☒
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? Yes ☐ No ☒
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Gym 1, Gym 2, and Hallway Gym
- Is this a different location from the previous location? Yes ☐ No ☒

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 - 0362 | Facsimile Number: (210) 335 - 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 - 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (134) Longs Creek Elementary School  
Location Address: 15806 O'Connor Road San Antonio, TX 78247  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? Yes ☐ No ☒
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? Yes ☐ No ☒
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Commons | Foyer ( by Main School Entrance)
- Is this a different location from the previous location? ☒ Yes ☐ No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (122) Montgomery Elementary School  
Location Address: 7047 Montgomery Drive Road San Antonio, TX 78239  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? Yes ☐ No ☒
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? Yes ☐ No ☒
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Classroom Family Specialist Room 2
- Is this a different location from the previous location? Yes ☐ No ☒

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 - 0362 | Facsimile Number: (210) 335 - 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 - 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)





# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (127) Northern Hills Elementary School  
 Location Address: 13901 Higgins Road San Antonio, TX 78217  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
  - Will you be able to furnish these? Yes No
- ★ Is your building A.D.A. accessible? Yes No
  - Is designated A.D.A. parking available? Yes No
  - Is voting area/room A.D.A. accessible? Yes No
- ★ Your building will need to be open from 6:00 a.m. until polls close. Yes No  
 Will the judge need a key or a special code? Yes No
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
  - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
 If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Entry/Foyer
  - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (106) Northwood Elementary School  
Location Address: 519 Pike Road San Antonio, TX 78209  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
| If yes, please specify: <u>n/a</u>   |   |  |
| ★ Judge setup location/area <b>SB1 LAW REQUIREMENT:</b> Hall by Library                |   |  |
| ➤ Is this a different location from the previous location?                             | Yes                                     | <input checked="" type="checkbox"/> No |

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (110) Oak Grove Elementary School  
 Location Address: 3250 Nacogdoches San Antonio, TX 78217  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible?
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close.  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Gym 1
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



#### BEXAR COUNTY ELECTIONS DEPARTMENT

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Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (148) Pre-K Academy at West Avenue Elementary School  
 Location Address: 3915 West Avenue San Antonio, TX 78213  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
 EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible? Yes No
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close. Yes No  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Hallway
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (128) Redland Oaks Elementary School  
Location Address: 16650 Redland Road San Antonio, TX 78247  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Entry/Foyer (Front Foyer)
- |  |   |                             |
|--|---|-----------------------------|
| ➤ Is this a different location from the previous location? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)





# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (120) Regency Place Elementary School  
Location Address: 2635 MacArthur View San Antonio, TX 78217  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? ☐ Yes ☒ No
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? ☐ Yes ☒ No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Entry/Foyer
- Is this a different location from the previous location? ☐ Yes ☒ No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (112) Ridgeview Elementary School  
Location Address: 8223 N. McCullough San Antonio, TX 78216  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? Yes ☐ No ☒
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? Yes ☐ No ☒
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Conference Room 1 (LIMITED PARKING)
- Is this a different location from the previous location? Yes ☐ No ☒

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (139) Roan Forest Elementary School  
Location Address: 22710 Roan Park San Antonio, TX 78259  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? Yes ☐ No ☒
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? Yes ☐ No ☒
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT**: Library
- Is this a different location from the previous location? Yes ☐ No ☒

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (138) Royal Ridge Elementary School  
 Location Address: 5933 Royal Ridge San Antonio, TX 78239  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
 EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible?
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close.  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Hallway Red Wing
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (125) Stahl Elementary School  
Location Address: 5222 Stahl Road San Antonio, TX 78247  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Cafeteria
- |  |   |                             |
|--|---|-----------------------------|
| ➤ Is this a different location from the previous location? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)





# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (141) Steubing Ranch Elementary School  
Location Address: 5100 Knoll Creek San Antonio, TX 78247  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Library
- |  |     |  |
|--|-----|--|
| ➤ Is this a different location from the previous location? | Yes | <input checked="" type="checkbox"/> No |
|--|-----|--|

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (133) Stone Oak Elementary School  
Location Address: 21045 Crescent Oak San Antonio, TX 78258  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Library
- |  |     |  |
|--|-----|--|
| ➤ Is this a different location from the previous location? | Yes | <input checked="" type="checkbox"/> No |
|--|-----|--|

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (126) Thousand Oaks Elementary School  
 Location Address: 16080 Henderson Pass San Antonio, TX 78232  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM  
 EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
    - Will you be able to furnish these? Yes No
  - ★ Is your building A.D.A. accessible?
    - Is designated A.D.A. parking available? Yes No
    - Is voting area/room A.D.A. accessible? Yes No
  - ★ Your building will need to be open from 6:00 a.m. until polls close.  
 Will the judge need a key or a special code? Yes No
  - ★ Adequate electrical power and lighting must be provided on site during Election Day.
    - Will our office need to coordinate arrangements for AC/Heat to be available? Yes No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Entry/Foyer
    - Is this a different location from the previous location? Yes No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator  
 Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

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#### BEXAR COUNTY ELECTIONS DEPARTMENT

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
 Date of Election: **Saturday, May 3, 2025**  
 Name of Location: (144) Tuscany Heights Elementary School  
 Location Address: 25001 Wilderness Oak San Antonio, TX 78260  
 Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
 Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- Will you be able to furnish these? ☒ Yes ☐ No
- ★ Is your building A.D.A. accessible? ☒ Yes ☐ No
- Is designated A.D.A. parking available? ☒ Yes ☐ No
- Is voting area/room A.D.A. accessible? ☒ Yes ☐ No
- ★ Your building will need to be open from 6:00 a.m. until polls close. ☒ Yes ☐ No
- Will the judge need a key or a special code? ☐ Yes ☒ No
- ★ Adequate electrical power and lighting must be provided on site during Election Day.
- Will our office need to coordinate arrangements for AC/Heat to be available? ☐ Yes ☒ No
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Library
- Is this a different location from the previous location? ☐ Yes ☒ No

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (147) Vineyard Ranch Elementary School  
Location Address: 16818 Huebner Road San Antonio, TX 78258  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |                              |                             |
|--|------------------------------|-----------------------------|
| ➤ Will you be able to furnish these?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ★ Is your building A.D.A. accessible?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ➤ Is designated A.D.A. parking available?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ➤ Is voting area/room A.D.A. accessible?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Will the judge need a key or a special code?   | Yes                          | <input type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |                              |                             |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                          | <input type="checkbox"/> No |
| If yes, please specify: <u>n/a</u>   |                              |                             |
| ★ Judge setup location/area <b>SB1 LAW REQUIREMENT</b> : Gym 2                         |                              |                             |
| ➤ Is this a different location from the previous location?                             | Yes                          | <input type="checkbox"/> No |

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 - 0362 | Facsimile Number: (210) 335 - 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 - 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)





# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (137) Wetmore Elementary School  
Location Address: 3250 Thousand Oaks San Antonio, TX 78247  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Entry/Foyer
- |  |     |  |
|--|-----|--|
| ➤ Is this a different location from the previous location? | Yes | <input checked="" type="checkbox"/> No |
|--|-----|--|

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (116) Wilshire Elementary School  
Location Address: 6523 Cascade San Antonio, TX 78218  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |                              |                             |
|--|------------------------------|-----------------------------|
| ➤ Will you be able to furnish these?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ★ Is your building A.D.A. accessible?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ➤ Is designated A.D.A. parking available?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ➤ Is voting area/room A.D.A. accessible?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Will the judge need a key or a special code?   | Yes                          | <input type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |                              |                             |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                          | <input type="checkbox"/> No |
| If yes, please specify: <u>n/a</u>   |                              |                             |
| ★ Judge setup location/area <b>SB1 LAW REQUIREMENT</b> : Classroom Science Lab 28      |                              |                             |
| ➤ Is this a different location from the previous location?                             | Yes                          | <input type="checkbox"/> No |

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

Attention Election Liaison: Leticia Elizondo | 1103 South Frio Street Suite #100, San Antonio, Texas 78207

Telephone Number: (210) 335 – 0362 | Facsimile Number: (210) 335 – 0850 | eMail: [leticia.elizondo@Bexar.org](mailto:leticia.elizondo@Bexar.org)

Alternate Contact: James Huerta | (210) 335 – 3763 | eMail: [jhuerta@Bexar.org](mailto:jhuerta@Bexar.org)



# Bexar County Elections Department

## Election Day Facility Agreement Statement



### Election Day Information Box:

Name of Election: **Joint General, Special, and Bond Election**  
Date of Election: **Saturday, May 3, 2025**  
Name of Location: (124) Woodstone Elementary School  
Location Address: 5602 Fountainwood San Antonio, TX 78233  
Main Contact: Cynthia Ann Salazar eMail: csalaz4@neisd.net  
Telephone Number: (210) 407-0396 Facsimile Number: (210) 804-7134

### Instructions for Delivery and Pick-Up of Election Day Equipment:

EQUIPMENT DELIVERY DATES: April 29 | 30, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

EQUIPMENT PICKUP DATES: May 5 | 6, 2025 / DELIVERY HOURS: 8:00 AM - 5:00 PM

#### ★ SPECIAL DELIVERY/PICKUP INSTRUCTIONS:

THE VENDOR RESPONSIBLE FOR THE DELIVERY AND PICK-UP OF THE TABLES AND CHAIRS WILL DO THEIR UTMOST TO ABIDE BY ABOVE GUIDELINES. HOWEVER, YOUR CONTACT INDIVIDUAL WILL BE NOTIFIED IF REQUESTED.

**EMERGENCY SITE CONTACT PERSON:** North East Police Department

**CONTACT NUMBER:** (210) 407-0911

**SITE CONTACT PERSON:** Facility Administration and/or Head Custodian

**CONTACT NUMBER:** same as above

### General Guideline Setup Questions:

- ★ The election judge requires, 2 6 FT. Smooth tables (to write) and 4 chairs. (Please Circle either "Yes or No")
- |  |   |  |
|--|---|--|
| ➤ Will you be able to furnish these?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Is your building A.D.A. accessible?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is designated A.D.A. parking available?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ➤ Is voting area/room A.D.A. accessible?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| ★ Your building will need to be open from 6:00 a.m. until polls close.                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Will the judge need a key or a special code?   | Yes                                     | <input checked="" type="checkbox"/> No |
| ★ Adequate electrical power and lighting must be provided on site during Election Day. |   |  |
| ➤ Will our office need to coordinate arrangements for AC/Heat to be available?         | Yes                                     | <input checked="" type="checkbox"/> No |
- If yes, please specify: n/a
- ★ Judge setup location/area **SB1 LAW REQUIREMENT:** Entry/Foyer
- |  |   |                             |
|--|---|-----------------------------|
| ➤ Is this a different location from the previous location? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

### Authorization: I certify the above information is true and correct.

Printed Name: Cynthia Ann Salazar Title: Facilities & Business Marketing Coordinator

Signature: Cynthia Ann Salazar Date: April 10, 2025 Telephone Number: (210) 407-0396

**PLEASE eMAIL, FAX, OR MAIL THIS RESPONSE NO LATER THAN: AS SOON AS POSSIBLE**



**BEXAR COUNTY ELECTIONS DEPARTMENT**

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