



Teamsters Local 2010 Policy for Electronic Distribution of Campaign Literature

Each full slate, each partial slate or each individual candidate not running on a slate in the IBT Delegates Election 2021 shall be permitted to send up to four (4) campaign emails during the election period from February 1, 2021 through March 29, 2021. Each request for electronic distribution of campaign material shall be made by the slate or independent candidate in writing directly to:

Melissa Munio, Chief of Staff | mmunio@teamsters2010.org

Upon submission of the request, the Local Union shall submit a list of email addresses for all current members directly to Embrk. This list will not be provided to, copied, shared, or transmitted to anyone outside of the vendor. Campaign material will be emailed by the vendor directly to the members' primary current email address on file with Local 2010. No recipient of such campaign material shall be given access to any other member's email address. Email services shall be provided by:

Rob Perkins
Embrk
555 N El Camino Real #365
San Clemente, CA 92672
(503) 830-5991 | rob@embrk.com

Candidates shall be responsible for all costs associated with email account set-up, verification, design, and distribution and adhere to Embrk's pricing and payment policies. Candidates choosing to distribute campaign material via email are encouraged to contact Embrk directly in advance for account set-up and pricing information.

Candidates or candidate representatives must give specific instructions in writing directly to Embrk as to what they would like emailed and include all necessary source files. Candidates should allow a minimum of two (2) working days preparation time to Embrk prior to an email being sent out. Additional time may be necessary if design work is contracted through Embrk.

If candidates chose to design their own email, Embrk will not warrant compatibility with mail clients or browser issues, and vendor will need to authenticate the email for the first send. Candidate designed email will be sent out "as-is." Candidates are encouraged to validate their HTML. Bulk email providers do not support attachments. Emails will be sent in HTML format only with a maximum file size recommended at 100 kb for proper delivery. Embrk has the right to refuse requests not meeting the criteria set forth in this policy.

Files must be sent in the following format if not designed by Embrk: 1) HTML format with absolute URLs for images, 2) subject line, 3) opt-out email address, 4) mailing address, 5) the name of the candidate, plus the address for the campaign, and 6) the requested date and time the email is to be sent out. In addition, all candidate literature must include the following statement (Bold Italics):

This is campaign literature regarding the 2021 IBT Delegates Election, the contents of which are not endorsed by the Union. [Candidate name] is solely responsible for the content of this email.