

To: Ariane Hyatt, Oklahoma County Public Buildings Authority Event Coordinator

From: Doug Sanderson, Oklahoma County Election Board Secretary

Date: 08/05/2026

This letter serves as our formal request to reserve the Lincoln Building Event Room, located at 4205 N. Lincoln Blvd., OKC, OK 73105

Date: September 14, 2026, through September 17, 2026 (Monday – Thursday)

Time: 8:00 am – 12:00 pm Daily

Title of Event: Precinct Official Training

Purpose: Mandatory biennial training of current and potential precinct officials

Estimated Attendance: 150 each day

Time Requested: September 14th 8:00 am – 12:00 pm for initial set up

Daily 8:00 am – 12:00 pm

September 17th Tear down by 12:00 pm

Additional Notes:

- We will provide stanchions for crowd control
- We will provide deputies and extra staff

Sincerely,

A handwritten signature in black ink, appearing to read "Doug Sanderson", with a long, sweeping horizontal line extending to the right.

Doug Sanderson
Secretary

Oklahoma County Election Board