



1400 K Street, Suite 400 • Sacramento, California 95814
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League Mailing List Policy

The League of California Cities list management system contains the current names and addresses for California City officials and is updated frequently.

The League of California Cities reserves the right to refuse to supply mailing lists which would be used to mail materials that the League considers unsuitable, in poor taste or misleading.

Mailing lists include name, title and address. No name will be provided if the position is vacant, but title and address will nonetheless be processed. When selecting multiple positions, the order will be created as one list and the computer will delete all duplicates when one person is the head of several departments.

Lists are available via e-mail in an Excel file, sorted alphabetically by city.

Conditions:

- 1) A copy of the material to be mailed (or proposed copy if the material is not printed) must be included with each order request. If duplicate sets of lists are ordered, a sample of the materials to be mailed with these lists must also be included.
- 2) If the mailing is for a meeting or conference, the dates and location of the event must be included along with an indication of the city officials you wish to attract.
- 3) All lists are furnished on a one-time mailing only and may not be copied, reused or used by anyone other than the original renter. Duplicate sets may be ordered only with the original order.

LEAGUE OF CALIFORNIA CITIES
Mailing List Order Form for City Officials

SENT DATE _____

Name _____ Company _____

Address _____

City _____ State _____ Zip _____

Phone _____ E-mail _____

Please remember to **enclose a copy (final or draft) of the material** you will be mailing. Orders cannot be processed without it. Thank you!

Select from the following positions: (Note: Numbers following positions indicate maximum number of persons per position, e.g., 475 mayors.)

Arts Director (30)
Building Official (342)
CIO/IT Director (223)
City Attorney (468)
City Clerk (463)
City Clerk-Non Mgr.City (11)
City Engineer (373)
City Manager (465)
City Training Officer (43)
City Treasurer (377)

Community Dev. Dir. (256)
Community Services Dir. (183)
Council Members (2031)
Deputy/Asst. City Manager (277)
Director of Public Works (432)
Economic/Comm. Dev. Dir. (261)
Employee Relations Officer (102)
Finance Director (435)
Fire Chief (329)
Intergovernmental Relations (78)

Librarian (125)
Mayor (476)
Parks/Recreation Director (314)
Personnel/HR Director (386)
Planning Comm. Chair (354)
Planning Director (381)
Police Chief (415)
Public Information Officer (223)
Purchasing Agent (166)
Risk Manager (206)

If only wanting certain Counties please indicate which ones below:

Counties: _____

Send order forms to: League of California Cities
Attn: Member Database
1400 K Street, Suite 400
Sacramento, CA 95814
Phone: 916/658-8254
Fax: 916/658-8240
Email: dyacub@cacities.org