

**From:** [Le, Thai-Chau](#)  
**To:** "Melinda Vazquez"  
**Cc:** [Hill, Shannon](#)  
**Subject:** RE: mercury news during furlough  
**Date:** Friday, December 20, 2019 11:47:57 AM

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Thank you, Melinda. We will let you know once we get the confirmation on when the notice needs to go out by.

Best regards,  
Thai

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**From:** Melinda Vazquez [mailto:[Melinda\\_Vazquez@dailyjournal.com](mailto:Melinda_Vazquez@dailyjournal.com)]  
**Sent:** Friday, December 20, 2019 11:46 AM  
**To:** Le, Thai-Chau <[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)>  
**Subject:** RE: mercury news during furlough

[External Email]

Hello Thai,

All we will need from you is the ad copy and the date you would like to publish on. Usually for the Mercury News there is a 5 day deadline. However, with the holidays coming up, there are special holiday deadlines that require more time. Depending on the date you decide, I can contact the paper to see if there is any way we can still process something to be published next week.

We can definitely invoice the account that's normally used for your notices.

Please let me know if you have any other questions.

Thank you,

***MELINDA VAZQUEZ***

Ad Placement Coordinator

Direct Line (213) 229-5338

1-800-788-7840 ext. 5338

Fax (800) 474-9444

[Melinda\\_vazquez@dailyjournal.com](mailto:Melinda_vazquez@dailyjournal.com)

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**From:** Le, Thai-Chau [mailto:[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)]  
**Sent:** Friday, December 20, 2019 11:36 AM  
**To:** Melinda Vazquez <[Melinda\\_Vazquez@dailyjournal.com](mailto:Melinda_Vazquez@dailyjournal.com)>

**Subject:** FW: mercury news during furlough

**Importance:** High

Hi Melinda,

My name is Thai-Chau Le and I am with the City of San Jose with the Department of Planning, Building and Code Enforcement. We may have a request for posting in the Mercury News for maybe next week, but we are waiting on more information regarding the date.

Usually, we would go through our Clerk's office to coordinate directly with you and your team for posting and provide them with a charge code for payment to you. However, as most of the departments are on furlough the next two weeks, we were asked to reach out to you directly.

With that said, what are the requirements you would need from us for posting? I believe the requirement is at least five days of notice, but I was not sure if there are other requirements that we should be aware of. How would fees be taken care of? If there a way for you to charge to our usual clerk's office and we will coordinate with them internally for payment?

Best regards,  
Thai

Thai-Chau Le

Supervising Planner | Planning, Building & Code Enforcement  
City of San Jose | 200 East Santa Clara Street  
[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov) | (408) 535 - 5658

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**From:** Provedor, Jennifer

**Sent:** Friday, December 20, 2019 10:39 AM

**To:** Le, Thai-Chau <[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)>; Keyon, David <[david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)>

**Subject:** mercury news during furlough

Hi Thai,

The Clerk's office will be closed during furlough and will not be accepting publication items. However, you may contact Publications directly for your Mercury items and they should be able to assist you.

Contact:

Melinda Vazquez

[Melinda.vazquez@dailyjournal.com](mailto:Melinda.vazquez@dailyjournal.com)

Thank you!

Kind Regards,

Jennifer Provedor

Senior Supervisor, Administration  
Office 408.535.3505  
City of San Jose | Planning, Building, and Code Enforcement  
200 E Santa Clara Street, 3<sup>rd</sup> Floor Tower | San Jose, CA 95113

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