

# *ELECTION OFFICER HANDBOOK*

## VALLEY HEALTH SYSTEM SPECIAL MEASURE ELECTION

**DECEMBER 15, 2009**



VALLEY HEALTH SYSTEM

# Contact Information

This page is for listing the important contacts you may need during Election Day.  
Share this information with your fellow Precinct Officers.

**My Inspector is:** \_\_\_\_\_ **Phone#** \_\_\_\_\_

## **My Polling Place Assignment is:**

Precinct # \_\_\_\_\_ Facility name \_\_\_\_\_

Address: \_\_\_\_\_

Directions or cross streets: \_\_\_\_\_

My Election Eve Set-up is scheduled for: Date: \_\_\_\_\_ Time: \_\_\_\_\_

## **Range Inspector :**

Name \_\_\_\_\_

Cell Phone \_\_\_\_\_

## **Polling Place Site Contact(s) :**

Name \_\_\_\_\_

Primary Phone \_\_\_\_\_ Alt Phone \_\_\_\_\_

Secondary Contact Name \_\_\_\_\_

Primary Phone \_\_\_\_\_ Alt Phone \_\_\_\_\_

## **Phone Numbers for the Registrar of Voters:**

Registrar of Voters Elections Officers and Polls Division .....

Toll Free .....



# *Election Officer Handbook*

## **Welcome and Thank You**

The Registrar of Voters Office wishes to thank you for being a volunteer and participating in America's democratic process.

This handbook has been developed to assist you, the Precinct Officer, in the proper procedures of managing and running a polling site. With your training and this handbook as a guide you will learn:

- ♦ New policies, laws, and procedures
- ♦ Assembly of the voting equipment
- ♦ Room set up
- ♦ Opening Procedures
- ♦ Processing different types of voters; provisional, curbside, etc.
- ♦ Closing procedures

*This is **Your Handbook.***

*Feel free to make any margin notes, highlight, underline, etc.*

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# Online Training

Dear Riverside County Elections Officer:

Prior to the November 3, 2009 UDEL Election, the Riverside County Registrar of Voters introduced a unique, internet-based online training program. Those of you that served in the November election were contacted by phone or sent an email inviting you to assist our office by participating in this unique Election Officer online training pilot program in order to provide us feedback. We would like to thank all of you who served at the polls during the November 3, 2009 UDEL Election and those who assisted us by taking the one-half hour online training course and assessment prior to Election Day.

Again, we would like to invite you to assist us by participating on an updated version of the Election Officer online training pilot program for the upcoming December 15, 2009 Valley Health System Special Measure Election. This election the Registrar of Voters requires that all Election Officers be scheduled to attend a regular in the classroom Election Officer training class. The Election Officer online training course and assessment is optional but your assistance will be greatly appreciated. Please note that the program is conducted entirely over the internet and can be completed in the comfort of your own home and at your leisure at least 5 days before Election Day.

If you are able to assist us by taking the online training course and assessment, we would like to once again express our gratitude with an additional \$10.00 stipend. This is in addition to the stipend(s) you will receive for working the polls, attending training, etc.

If you are interested in assisting us with this program and you were not able to participate during the previous election due to not being contacted by the Registrar of Voters office, lack of a computer, or you did not have an e-mail address, please contact your recruiter or call \_\_\_\_\_ and provide us with your information so that your name can be added to the participation list.

We look forward to your participation in helping us improve the elections process.

Sincerely,

Election Officers and Polls Division

Asked Online  
**TRAINING**

The logo features the words "Asked Online" in a serif font above the word "TRAINING" in a large, bold, sans-serif font. To the right of the text is a large, light gray circular graphic containing the word "ASKED" in a bold, sans-serif font, with the "A" and "S" partially cut off by the edge of the circle.

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# Pre-Election/Election Day

## Chain of Custody

**Your “Chain of Custody” begins with the pick up of the ballots until the return of ballots to the Collection Center on Election Night. You are working with “live” ballots. It is important that you secure and account for all ballots.**

### What is chain of custody?

Chain of Custody is documenting the transfer and custody of paper and electronic ballots from the Registrar of Voters to Election Officers and the return to the Registrar of Voters for counting. Use the Checklist below to follow a secure chain of custody and account for all ballots.

### Pre-Election/Election Day

- ☐ Inspectors sign and date the “Ballot Receipt” sheet issued with the white carton(s) containing all unused paper ballots. A Registrar of Voters staff member will also sign and date the appropriate section of the “Ballot Inventory” sheet. The Registrar of Voters should have applied the “Paper Ballot Inventory Standard Seal” to the unused ballot box(es). The seal is not to be broken until election morning.
- ☐ Inspectors must inventory the supplies from the blue ballot box during election eve setup using the “Election Supplies Inventory for the December 15, 2009...” provided inside the red Transport Bag. After accounting for all items, the Inspector must place the ballot box in a secure location.
- ☐ On Election Eve during set up, Inspectors and board members must check the Accessible Voting Unit’s (AVU) yellow Security Strap and Tamper Evident Seals for any possible tampering. Contact the Registrar of Voters’ office and document the incident if the yellow strap or seals are compromised.
- ☐ On Election Morning check that the “Paper Ballot Inventory Standard Seal” is intact on the white boxes containing all Unused Ballots (Regular and Provisional Ballots).
- ☐ The Inspector and another board member must verify and record the seals on the Accessible Voting Unit (AVU) and Complete the Voting Equipment Security Log.

### Close of Polls

- ☐ Count all ballots and complete the “Ballot Statement” and the “Certificate of Completion” located in the “Combined Roster and Index M-Z.”
- ☐ Inspectors and **all board members** must complete and sign the “Tamper Proof Seal” for the “Unused, and Spoiled” paper ballot boxes, and apply the seal(s).

**Chain of Custody Continued on Next Page**

# Pre-Election/Election Day

## Chain of Custody Cont'd

- ☐ Inspectors and **all board members must** complete and sign the Tamper Proof Seal for the brown Voted Ballot carton(s). Apply the seal to the box(es).
- ☐ Check that all precinct specific items i.e., “Combined Roster and Index” A-L, M-Z, the “Paper/Electronic Provisional Voter Roster”, voted “Vote-by-Mail” and surrendered ballots etc. are placed in the Red Transport Bag before sealing with one of the two red Chamber seals provided.
- ☐ Inspectors and another Officer, in the same vehicle, transport the brown Voted Ballot Container(s), and the Unused and Spoiled Ballots white box(es), the red Transport Bag, and all VeriVote® printers to the Collection Center.
- ☐ Inspectors must complete the “Precinct Posting” and copy the results from the Official Results Report for all votes cast from the AVU touchscreen. All precinct board members must sign the posting. The Inspector will place the yellow copy of the “Precinct Posting” inside the “Seals Bag”. Prior to leaving the facility, the **Inspector must post the white copy in a conspicuous area outside of the polling place in public view.**
- ☐ The Inspector and another board member must verify the seals on the Accessible Voting Unit (AVU) and Complete the Voting Equipment Security Log.
- ☐ Inspectors must verify and complete the “INSPECTOR’S ELECTION CHECKLIST” and place a check mark on the appropriate item to indicate it has been completed throughout the election process. This document will need to be signed at the close of polls to indicate that all the items listed have been completed.
- ☐ Proceed to your assigned Collection Center to transfer custody of all ballots, Red Bag, and the VeriVote® printers to the Registrar of Voters’ staff.



# WHAT'S NEW...at the polls

## Valley Health System Special Measure Election

- ✦ The Valley Health System Health Care District has submitted a measure to the voters (Measure P) of this district to be voted on December 15, 2009. The measure references the Hemet Valley and Meniffee Valley Hospitals.
- ✦ The polls must be open from 7:00 a.m. until 8:00 p.m. on Election Day.
- ✦ The last day to register to vote for the upcoming December 15, 2009 election is November 30, 2009.

## Election Officers Appointed

- ✦ There will be 3 election officers appointed at each voting precinct for this election due to the current budgetary constraints the county and the state are facing.

## Voting Booths

- ✦ This election we will deliver 4 paper ballot voting booths, 1 ADA compliant booth, and 1 Accessible Voting Unit (AVU) to each Polling Place.



## Ballots

- ✦ The ballot will be short and will consist of one card containing only measure "P".



# WHAT'S NEW...at the polls



## Department of Justice Requirements Voting Rights Act 1965

- ✦ The Act establishes extensive federal oversight of elections practices and procedures. Both federal and state laws require bilingual Spanish speaking Election Officers at all polling places to assist non-English speaking voters or voters with limited English proficiency by providing interpretation or translation assistance in the Spanish language for them to effectively participate in elections. If you were selected to serve as a Bilingual Election Officer the following will be required:
  - ✦ Introduce yourself to the voting public as a Bilingual Election Officer
  - ✦ Evaluate the level of assistance needed by voters with limited English proficiency
  - ✦ Explain the voting process to voters with limited English proficiency
  - ✦ Provide interpretation/translation assistance between the voter and other Election Officers
  - ✦ Provide instructions in the Spanish language on how to correctly mark the ballot
  - ✦ Let Spanish speaking voters know that all voting documents are available in Spanish
  - ✦ Assist voters in locating their correct Polling Place if at wrong location
  - ✦ Be available if additional Interpretation/translation assistance is needed by the voter

## Do You Need Bilingual Assistance? Poster

- ✦ All polling places will receive two "Do You Need Bilingual..." posters in the resource materials bag which must be posted 1 inside and 1 outside of the polling place in a visible location. **Remember the law requires these posters be posted even if voters don't need Spanish language assistance.** If Spanish language assistance is not available, you or the voter may call the number listed on the poster for assistance.

**¿Usted Necesita Ayuda Bilingüe?**  
¡Aquí se le ofrece ayuda bilingüe en español!

Si no hay ayuda en español  
disponible llame al:  
(sin costo)



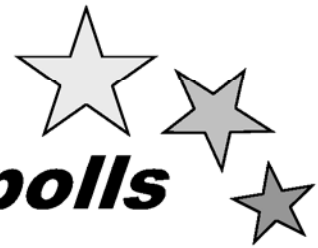
If Spanish language assistance  
is not available call:  
(toll free)

**Do You Need Bilingual Assistance?**  
Spanish language assistance is provided here!





# WHAT'S NEW...at the polls



WHAT'S NEW...at the Polls

## "OFFICIAL ZERO PROOF REPORT" (Opening of Polls)

- ✦ On Election Morning prior to opening the polls electronically on the Accessible Voting Unit (AVU), the Inspector will be required to press "Print Report" on the unit's touchscreen in order to print the "OFFICIAL ZERO PROOF REPORT" then the Inspector must press "Done" to continue to the voting screen for the "First Voter".

***** OFFICIAL ZERO PROOF REPORT *****	
Date 07/04/1776	Time 6:50 AM
Serial Number	41793
Protective Counter	2070
Provisional Counter	0
Public Counter	0
Poll Site 11104	
Polling Place ID 11104	
Ballot Version	0
Report Source	Internal Memory
CONSOLIDATED GENERAL ELECTION RIVERVIEW COUNTY JULY 4, 1776	
Candidate Totals	
Candidate	Total
***	***
State Senator 37th District	(1)
FLORENCE NIGHTINGALE	0
ANDREW CARNEGIE	0
FRANCIS SCOTT KEY	0
WRITE-IN	0
Undervotes	0
Board of Education	(1)
BOOKER T. WASHINGTON	0
ALBERT EINSTEIN	0
WRITE-IN	0
Undervotes	0
Measure A Public Beautification	(1)
YES	0
NO	0
Undervotes	0
Measure B Land Acquisition	(1)
YES	0
NO	0
Undervotes	0

Election Officers  
Please Complete Before  
Processing the First Voter

We the undersigned Election Officers do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ the Public Candidate and Question Counters were found to be zero and the Protective Counter read 2070 before the Polls were Opened.

Signed: \_\_\_\_\_

S/N 41793 S.A.24 07/04/1776 6:50 AM

Back Print Report Done Page 1 of 1 Next



**Print  
Report**

Press to Print the  
"Official Zero  
proof Report"

**Done**

Press when the  
report has finished  
printing.

Voting Screen for  
"First Voter" of  
the day.

# WHAT'S NEW...at the polls

## "OFFICIAL RESULTS REPORT" (Close of Polls)

- At the close of polls after all voters have been processed the Inspector will be required to press "Print Report" on the voting unit's touchscreen in order to print the "OFFICIAL RESULTS REPORT", then the Inspector must press "Done" to continue to the "Results Screen" to view all Qualified Votes, Provisional Votes, and Total Votes to copy onto the Ballot Statement.

***** OFFICIAL RESULTS REPORT *****		
Date 07/04/1776	Time 8:05 PM	
Serial Number	41793	
Protective Counter	2070	
Provisional Counter	1	
Public Counter	7	
Poll Site	11104	
Polling Place ID	11104	
Ballot Version	0	
Report Source	Internal Memory	
CONSOLIDATED GENERAL ELECTION RIVERSIDE COUNTY JULY 4, 1776		
Candidate Totals		
Candidate	Total	
***	***	***
State Senator 37th District	(1)	
FLORENCE NIGHTINGALE	1	
ANDREW CARNEGIE	1	
FRANCIS SCOTT KEY	0	
WRITE-IN	0	
Undervotes	1	
Board of Education	(1)	
BOOKER T. WASHINGTON	1	
ALBERT EINSTEIN	0	
WRITE-IN	1	
Undervotes	0	
Measure A-Public Beautification	(1)	
YES	0	
NO	1	
Undervotes	0	
Measure B-Land Acquisition	(1)	
YES	1	
NO	0	
Undervotes	0	

**Election Officers**  
Please Complete After Closing The Polls  
We the undersigned Election Officers do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, this board under the scrutiny of each member, closed the polls from further voting, obtained this printed record of votes cast on this machine and that after the polls closed, the Protective Counter read 2070, the Public Counter read 7 and the machine has been sealed with seal # \_\_\_\_\_

Signed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

S/N 41793      5.024 07/04/1776 8:05 PM

Back
Print Report
Done
Page 1 of 1
Next

**Print Report**

Press to Print the "Official Zero proof Report"

**Done**

Press when the report has finished printing.

1108
Training Mode Polls Closed
Printer Test

Qualified Votes = 6

Provisional Votes = 1

Total Votes = 7

Results Report

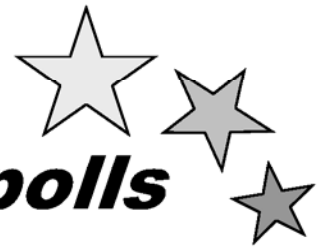
Public Counter 1
Poll ID 11100

Provisional Counter 50
S/N 41800
05.024
07.1 2. 2006 3:50 PM

**Results Screen**



# WHAT'S NEW...at the polls



## Precinct Posting

- At the close of polls the Inspector will be required to complete the "Precinct Posting" report. Copy the number of qualified votes from the Official Results Report on the touchscreen onto box "A" of the Precinct Posting.
- If there are less than five qualified votes**, check the box in section "B", skip section "C", and all board members sign in section "D".
- if there are five or more qualified votes**, skip section "B" and copy the results from the Official Results Report to appropriate contest in section "C", and all board members sign in section "D".
- Post white copy outside the polling place and place yellow copy inside the "Seals Bag."**

WHAT'S NEW...at the Polls

\*\*\*\*\*  
OFFICIAL RESULTS REPORT  
\*\*\*\*\*

Date 07/04/1776 Time 8:05 PM  
Serial Number 41793  
Protective Counter 2070  
Provisional Counter 1  
Public Counter 7

Poll site 11104  
Polling Place ID 11104  
Ballot Version 0  
Report Source Internal Memory

CONSOLIDATED GENERAL ELECTION  
RIVERSIDE COUNTY  
JULY 4, 1776

Candidate Totals

Candidate	Total
***	***
State Senator 37th District FLORENCE NIGHTINGALE	(1) 1
ANDREW CARNEGIE	1
FRANCIS SCOTT KEY	0
WRITE-IN	0
Undervotes	1
Board of Education BOOKER T. WASHINGTON	(1) 1
ALBERT EINSTEIN	0
WRITE-IN	1
Undervotes	0
Measure A—Public Beautification	(1) 0
YES	1
NO	0
Undervotes	0
Measure B—Land Acquisition	(1) 1
YES	1
NO	0
Undervotes	0

Back Print Report Done Page 1 of 1 Next

Election Officers  
Please Complete After Closing The Polls  
We the undersigned Election Officers do  
hereby certify that on the \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_, this board  
under the scrutiny of each member,  
closed the polls from further voting,  
obtained this printed record of votes  
cast on this machine and that after the  
polls closed, the Protective Counter  
read 2070, the Public Counter  
read 7 and the machine has  
been sealed with seal # \_\_\_\_\_  
Signed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
S/N 41793 5.0.24 07/04/1776 8:05 PM

Qualified Votes = 6  
Provisional Votes = 1  
Total Votes = 7

### Qualified Votes=6

(skip section "B" if more  
than five voters voted and  
complete section "C" and "D"  
of the Precinct Posting)

Precinct: 36040 **PRECINCT POSTING**  
July 4, 1776 General Election **BT01**

**A** Record the Number of Qualified Votes from the Results Report

QUALIFIED VOTES  
6

**B** Fewer than five voters voluntarily elected to vote on the Accessible Voting Unit (AVU).  
Check the box at left to indicate that the Precinct Board members attempted to ensure that at least five voters voluntarily cast ballots on the AVU.  
In order to protect voter privacy, DO NOT COMPLETE SECTION C.  
Sign the statement in section D.  
Post white copy outside of polling place in plain view; place yellow copy in Seals Bag.

**C** Five or more voters voluntarily elected to vote on the Accessible Voting Unit (AVU).  
Record the summary results from the AVU below.  
Do not record undervotes or write-in votes.  
Sign the statement in section D.  
Post white copy outside of polling place in plain view; place yellow copy in Seals Bag.

STATE OFFICES	CITY OF TOWNVILLE
STATE SENATOR 37TH DISTRICT	MEASURE A—PUBLIC BEAUTIFICATION
FLORENCE NIGHTINGALE 1	YES 1
ANDREW CARNEGIE 1	NO 0
FRANCIS SCOTT KEY 0	
NONPARTISAN OFFICES	
BOARD OF EDUCATION	
BOOKER T. WASHINGTON 1	
ALBERT EINSTEIN 0	
CITY OF TOWNVILLE	
MEASURE B—LAND ACQUISITION	
YES 0	
NO 1	

**D** We the duly appointed precinct board members by information contained herein is true and correct.

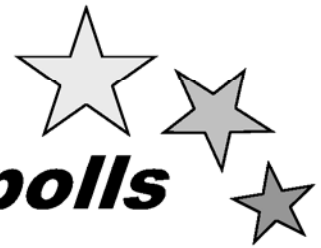
INSPECTOR  
Donna Perez  
PRECINCT OFFICER  
PRECINCT OFFICER  
PRECINCT OFFICER

Post white copy outside of polling place in plain view; place yellow copy in Seals Bag.

Copy all contest  
results onto the  
Precinct Posting.  
(If fewer than five votes leave  
section "C" blank)



# WHAT'S NEW...at the polls



## Use of Accessible Voting Unit Requirements

In the upcoming election we **WILL NOT OFFER** the use of paper or electronic ballots unless the following occurs:

- ✦ We are to offer the Electronic Accessible Voting Unit to voters **AFTER** one voter voluntarily uses it. We must continue to offer it until no less than five voters have used it. Once five voters have used it you must **STOP** offering the unit and allow voters to vote on the unit only upon request.
- ✦ Please note that the Secretary of State requires at least 5 votes on the Accessible Voting Unit be cast in order to maintain voter privacy. If you have 1 voter that voted electronically you must solicit 4 more voters.
- ✦ Be sure to post in plain view the Electronic Accessible Voting Unit Poster to inform voters that the **ELECTRONIC ACCESSIBLE VOTING UNIT MAY BE USED BY ANY VOTER UPON REQUEST.**

Your Vote....Your Ballot.... Your Choice

**Electronic  
Accessible  
Voting Unit  
May Be Used  
By Any Voter Upon  
Request**



Tu Voto....Tu Balota....Tu Opción

**Unidad De Votación  
Accesible  
Electrónica  
Puede Ser Usada Por  
Cualquier Votante Al  
Solicitarla**

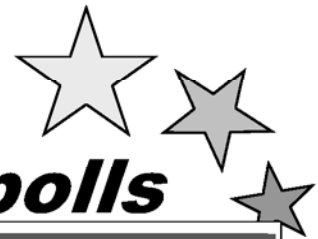


Place the poster  
taped onto the A-L  
and M-Z sign as  
shown on the  
image below.



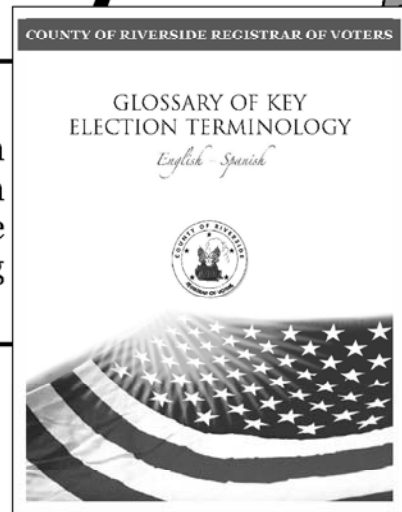


# WHAT'S NEW...at the polls

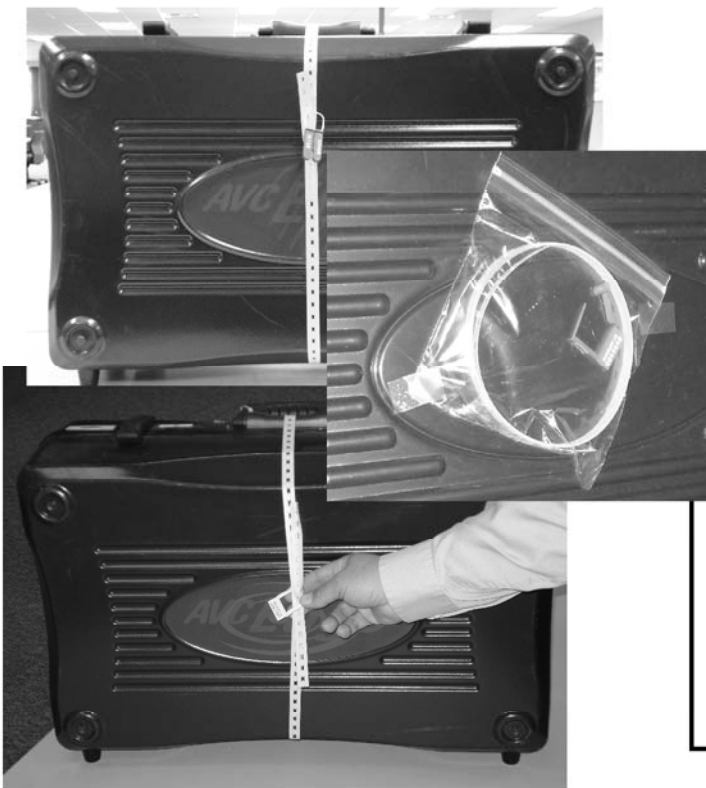


## Bilingual Glossary of Key Election Terminology

- ♦ This glossary has been designed to assist all Election Officers with a translation of most commonly used election terms from English to Spanish. This glossary should be used when assisting limited English/Spanish speaking voters who may need additional assistance.



WHAT'S NEW...at the Polls



## Voting Unit Yellow Security Strap

- ♦ The Electronic Accessible Voting Unit will be delivered under seal to each Polling Place. Precinct Officers must inspect the red Tamper Resistant Seal on the AVU unit and verify that the seal number matches the number on the Voting Equipment Security Log on Election Eve during setup of equipment. **At the close of polls the Inspector must re-strap the AVU with the Yellow Security Strap and seal using the red seal found under the AVU cover.**

## Bilingual Election Officer Badge

- ♦ If selected to serve as a Bilingual Election Officer be sure to wear the badge provided in order for voters to identify you as an Election Officer with Spanish speaking abilities should they need assistance.



## Bilingual "I Voted" sticker

- ♦ Give all voters and "I Voted" sticker upon voting and offer the "Yo Voté" sticker in Spanish for voters who prefer one in Spanish.



### ***WELCOME and Congratulations*** **on being appointed to serve as an Election Officer!**

You are now a part of a cadre of over 1, 200 Election Officers who will proudly serve the voters in Riverside County in the upcoming election. Your participation in our democratic process is essential in ensuring the on-going success of the electoral process.

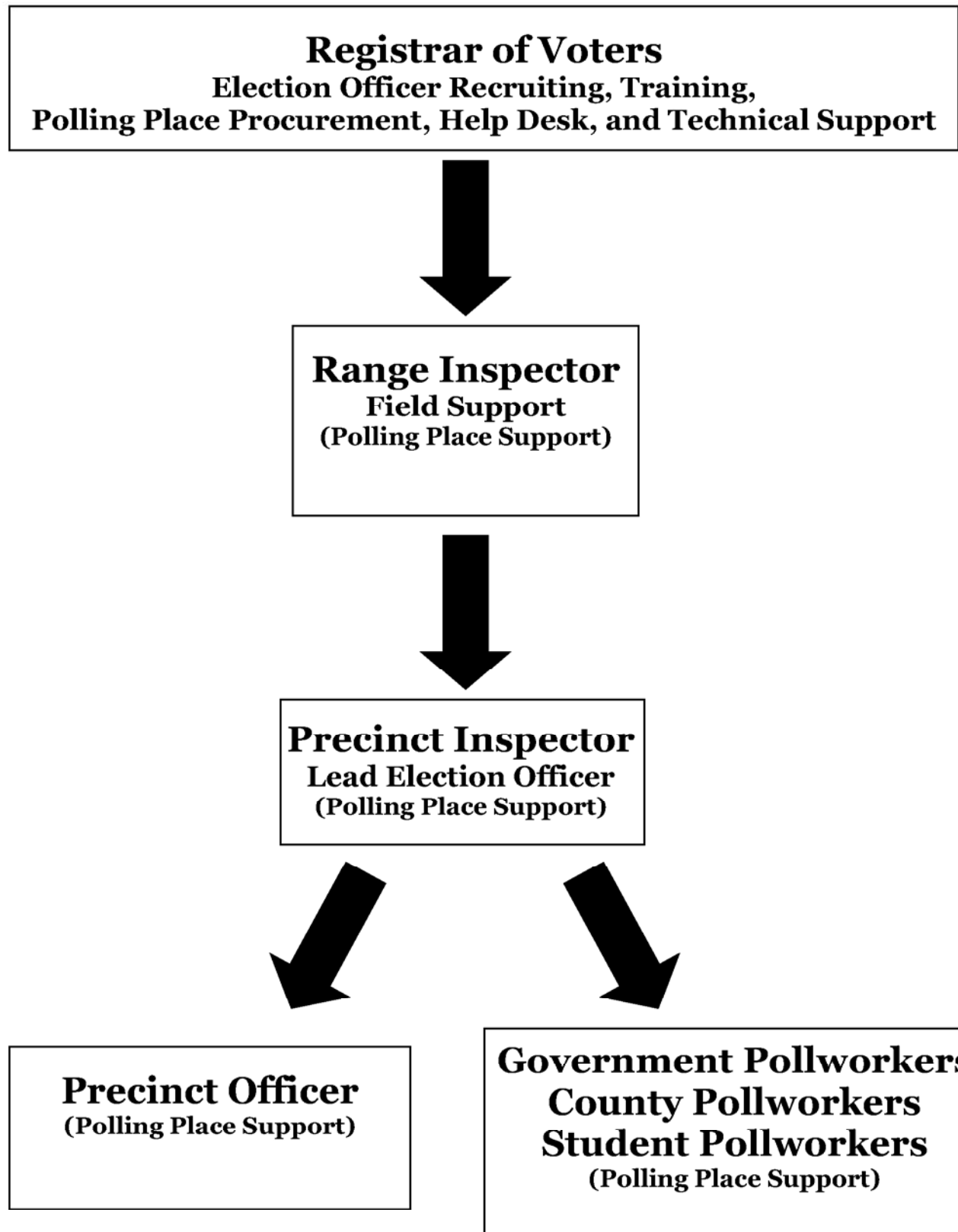
How was I selected to serve as an Election Officer? All Election Officers like yourself are selected from a pool of fine citizens who serve with distinction at the County's many polling places. It all takes place 3-4 months before an election. For some time now the Registrar of Voters office has had a dedicated staff carrying out Polling Place and Election Officer recruitment and retention efforts in order to meet all stringent deadlines and requirements. They carefully select and staff polling places with Election Officers that worked during the previous election. Some of you are returning Precinct Inspectors or Precinct Officers while others will be working for the first time. It's also possible that you may have been selected from one of many programs available through our office like the Government Pollworker program, County Pollworker program, or the Student Pollworker program.

We understand that your job is not always easy and it sometimes can be challenging. It is for this reason that the Registrar of Voters requires that all Election Officers be trained. Training will allow an Election Officer to be thoroughly familiar with all election procedures established by the Registrar of Voters and Elections Code prior to working at a polling place on Election Day.

We simply don't take training lightly and we strive to provide the finest training program in the county. It is our goal to offer convenient training locations and hours and we continuously improve the Election Officer Handbook, the Election Officer Training DVD, and our training curriculum. We appreciate hearing from you prior to and after each election, as your comments and suggestions are vital to us to continue improving on our Election Day process.

Remember, regardless of how you were selected to serve, the number of years you have worked, or the position you were offered, we are proud to have dedicated, dynamic, and civic-minded individuals like yourself participate in this very important process. Every participant is an invaluable resource to the Electoral process and we are all here to ensure that the voting process is carried out to the best of our abilities in order to ensure that all voters in Riverside County are able to cast their vote on Election Day.

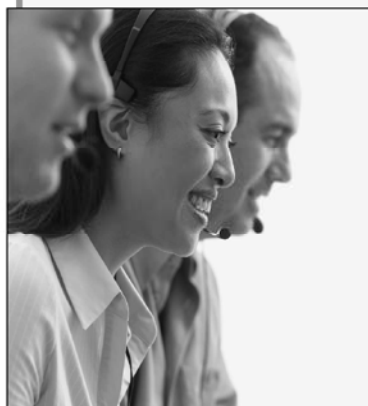
We hope that your Election Day experience is positive and rewarding. Best wishes on a successful Election!



### Registrar of Voters Help Desk: or

**Staff is available during training, on Election Eve and throughout Election Day to assist with:**

- ✦ Precinct board staffing issues
- ✦ Voter processing procedural questions
- ✦ Document Completion (Opening & Closing)
- ✦ Completion of Election Eve set-up



**Technical Staff** — The technical staff help desk can **only** be reached on Election Eve and throughout Election Day by calling: (toll free).

The Technical Staff is available to assist you with **equipment-related issues only**. This includes help with the:

- ✦ Accessible Voting Units
- ✦ VeriVote® Printers
- ✦ Card Activators.

*Calls related to non-technical matters should be placed to the Help Desk above.*

**Your Range Inspector** — Range Inspectors are your field support. Prior to Election Day your Range Inspector will provide contact information to all Inspectors. Range Inspectors provide:

- ✦ Extra supplies
- ✦ Assistance with difficult situations
- ✦ Technical and procedural support
- ✦ Aid with communicating with site personnel and/or voters.

Range Inspectors review procedures with Election Officers to ensure Election Code is followed, and assist with solving issues. They are required to prepare reports for the Registrar's Office. They may ask questions and spend time observing all activities at the Polling Place. **Do not feel intimidated they are there to help and support you.** If questions or concerns arise about the Range Inspector assigned to your polling place, please call the Registrar of Voters Help Desk numbers above.



# Pre-Election

## Appointment Letter/Training

### Notice of Appointment Letter

Notice of Appointment Letters are sent to all Precinct Inspectors and Precinct Officers. The letter contains:

- A.. The assigned precinct
- B.. Polling Place address where board will work
- C.. Board member information
- D . Location, date and time for your training session
- E.. Collection Center location.

✦ **Note: Inspectors, check your appointment letter— your Collection Center location could have changed. Riding in the same vehicle, the Inspector and another officer return election supplies to the Collection Center .**

Riverside County Registrar of Voters  
2724 Gateway Drive • Riverside, Ca. 92507 • [www.voteinfo.net](http://www.voteinfo.net)  
Elections Officers and Polls Division • 951-486-7341 • 1-877-663-9906 (toll free) • 951-486-7320 (fax)

**NOTICE OF APPOINTMENT** VOTING PRECINCT: 0030936 **A**  
September 27, 2007

Mini Ghobarian  
41485 PARADO DEL SOL DR  
TEMECULA, CA 92592

I am pleased to inform you that you have been appointed to serve as **Pct Officer** on the Precinct Board noted below for the Consolidated General Election to be held on November 6, 2007.  
You will be serving at:

**B** Glen Oak Hills  
40101 De Portola Rd  
Temecula, CA 92592-8876

Inspectors **MUST** make contact with the polling place 2 weeks in advance.  
The Precinct Board is composed of the following people:

Position	Name	Address
Inspector	James Patrick Wallace	33892 Flora Springs St
Pct Officer	Mini Ghobarian	41485 Parado Del Sol Dr
Pct Officer	Charles Domenech	41620 Anza Rd
Pct Officer	Maryanne Ballock	38155 Calle Campo

Your scheduled training class is:	The Collection Center for your precinct is:
<b>10/12/2007 06:00 PM</b>	Grace Meliman Library
<b>D</b> Imani Temple of Temecula	<b>E</b> 41000 County Center Dr.
34590 Calle Amaz	Temecula, CA 92591
Temecula, CA 92590	

Inspectors: As always, please call the Registrar of Voters if you have any questions about your training class and/or ballot box pickup. A \$20.00 stipend will be paid only to Inspectors picking up their ballot box. Inspectors will not get the \$20.00 stipend if training class is rescheduled more than once.

It is essential for you to set up all voting units on Election Eve and call 1-877-663-9906 (toll free) to report completed set up. Your commitment to serve as an Election Officer includes the obligation to accomplish Election Eve equipment set up. Polls open at 7:00 a.m. on Election Day and must remain open until 8:00 p.m.

On Election Day you must report to your assigned Polling Place by 6:15 a.m. Before the polls open, the Inspector must, as required by law, ensure that each person serving on the board has signed the Declaration/Oath, and Payroll forms. Election Officer stipends are: Inspectors, \$125.00, Precinct Officers \$80.00. In order to receive your stipend you must be registered to vote in the State of California (except Student Pollworkers), attend training, and complete and sign the election Officer payroll, the Declaration of Election Officer (Oath), and all closing documents. NOTE: Do not sign closing documents before the close of polls.

IMPORTANT INFORMATION ON REVERSE REGARDING ELECTION OFFICER TRAINING

PRE-ELECTION

### Election Officer Training

Election Officer Training is required and **mandated by State law.** (EC 19340, EC 12309) You are also required to remain for the **entire** training. Leaving training early may result in your dismissal as an Election Officer or you may be required to attend an additional training session. *Training stipend is forfeited if Election Officer does not work Election Day.*

#### Training provides:

- ✦ Information, updates, and changes in voting policies and procedures
- ✦ Set-up procedures for Election Day
- ✦ Opening procedures
- ✦ Training on processing voters
- ✦ Processing unique voter situations
- ✦ Assisting voters with special needs
- ✦ Problem solving and obtaining help
- ✦ Closing procedures
- ✦ A review for returning Election Officers



# Pre-Election

## Inspector Supplies/Training

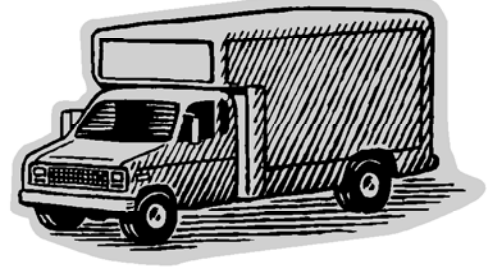
To expedite pick up of your Election supplies, have your assigned **precinct number available or your appointment letter** ready for the distribution staff member. If you don't have an appointment letter, or you don't remember your precinct number, we will have a list available containing the Inspector's first and last name and precinct number.

### Issuance of Election Supplies

A utility truck will be dispatched to the Inspector training site with election supplies.

At the Inspector training classes, Inspectors will be issued the following:

- ♦ 1 to 2 white cartons with **unused** paper ballots
- ♦ 1 box with 50 provisional ballots (folded).
- ♦ 1 red Transport Bag (check that the precinct number matches your appointment letter)
- ♦ 1 empty brown Voted Ballot Container for **voted** paper ballots and results cartridge



**The blue Ballot Box and the brown ballot carton, with the generic election supplies, will be delivered to the Polling Place.**

### White Unused Regular Ballot Carton

- ♦ There may be 1 or 2 White Unused Ballot Cartons issued to the Inspector depending on the size of the Voting Precinct. The Ballot Carton will be under seal at the time of issuance with silver/gray tape and a "Paper Ballot Inventory Standard Seal".
- ♦ **The seals shall not be broken by anyone including the Inspector until Election Morning.**



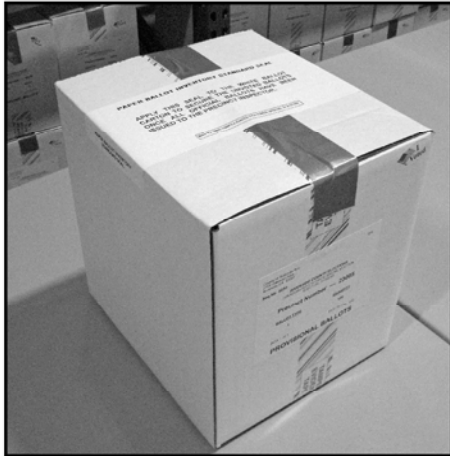
### White Unused Regular Ballot Carton "Ballot Receipt"

- ♦ A staff member will issue all Precinct Inspectors a Ballot Receipt that is to be completed, dated and signed by both the Precinct Inspector and a Registrar of Voters distribution staff member. The distribution staff member will issue the Inspector the yellow copy of the Ballot Receipt for their records.

BUREAU OF ELECTIONS Registrar of Voters DOUGLAS C. WENZEL Assistant Registrar		County of Riverside REGISTRATION OF VOTERS 3750 Canyon Drive, Riverside, California 92501-0023		Office: Fax: Toll Free: Ball Box:	
BALLETS RECEIPT CONSOLIDATED STATEWIDE SPECIAL ELECTION MAY 19, 2009					
Ballot receipt instructions: 1) Sign and date this form in the space provided below. 2) Keep the yellow copy for your records.					
Precinct number: 44011		Sequence number: 5416			
BALLOT TYPE 1		QUANTITY 900			
Total Ballots		900			
I have received the official ballots issued to me. Signature of Precinct Inspector _____ Date _____					
I have verified the number of official ballots issued to the Precinct Inspector and concur with the number stated above. Signature of Registrar _____ Date _____					
White: Return to Registrar of Voters Yellow: Keep for your records					

# Pre-Election

## Inspector Supplies/Training Cont'd



### White Unused Provisional Ballot Carton

- ✦ There will be one White Unused Provisional Ballot Carton issued to the Inspector. The ballot carton will be under seal at the time of issuance with silver/gray tape and a "Paper Ballot Inventory Standard Seal".
- ✦ The seals shall not be broken by anyone including the Inspector until Election Morning.

### White Unused Provisional Ballot Carton "Ballot Receipt"

- ✦ A staff member will issue all Precinct Inspectors a Provisional Ballot Receipt that is to be completed, dated and signed by both the Precinct Inspector and a Registrar of Voters distribution staff member. The distribution staff member will issue to the Inspector, the yellow copy of the Provisional Ballot Receipt for their records.

Ballot Receipt form from the County of Riverside Registrar of Voters. The form includes fields for Precinct number (44011), Sequence number (5416), Ballot Type (1), and Quantity (100). It also has sections for the Precinct Inspector and Verifier to sign and date.

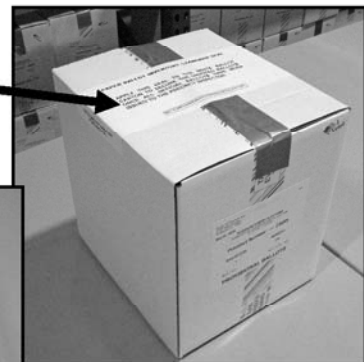
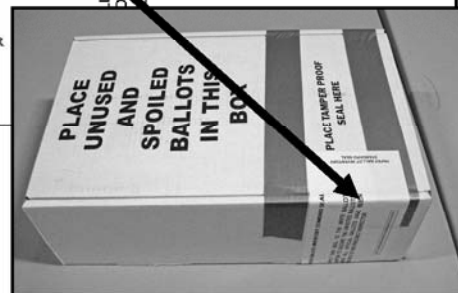
**The Paper Ballot Inventory Standard Seal shall not be broken by anyone including the Inspector until Election Morning.**

PAPER BALLOT INVENTORY STANDARD SEAL

APPLY THIS SEAL TO THE WHITE BALLOT CARTON TO SECURE THE UNVOTED BALLOTS PRIOR TO ISSUING OFFICIAL BALLOTS TO THE PRECINCT INSPECTOR.

THIS SEAL SHALL NOT BE BROKEN UNTIL ELECTION MORNING BY THE INSPECTOR

NOVEMBER 3, 2009 CONSOLIDATED UDEL ELECTION



**If a Paper Ballot Inventory Standard Seal is broken or tampered with call the Registrar of Voters Office or your Range Inspector *immediately* at: or (toll free)**

PRE-ELECTION

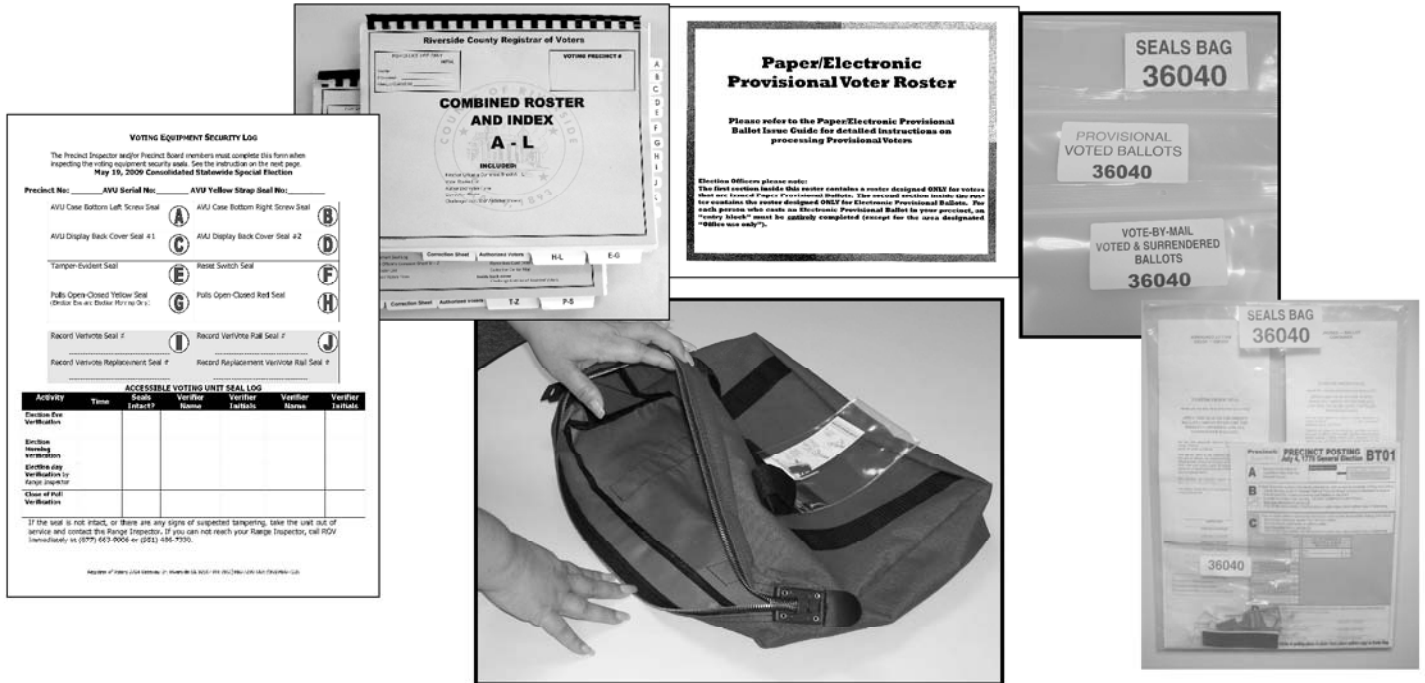
# Pre-Election

## Inspector Supplies/Training Cont'd

### Red Transport Bag

- Inspectors need to check that the Precinct number on the Red Transport Bag matches the Appointment Letter. Inspectors are also required to inventory the Red Transport Bag against the "Election Supplies Inventory..." list found inside the red bag.

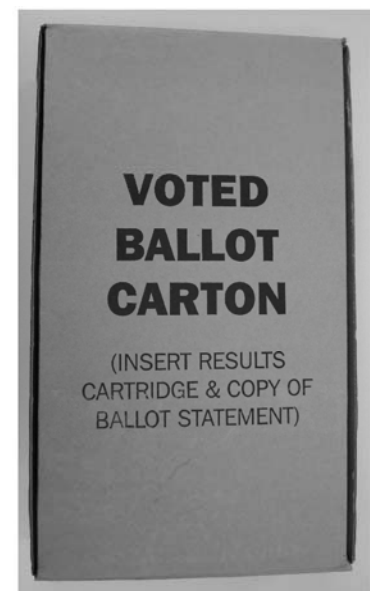
PRE-ELECTION



**Inspectors are required to take the Red Transport bag with them to the Polling Place during Election Eve setup in order to verify and record the seal numbers from the Accessible Voting Unit. The Voting Equipment Security Log is located in the M-Z Combined Roster and Index. After Election Eve Setup has been completed the Inspector must take the bag with them to keep it secure.**

### Ballot Receipt and Provisional Ballot Receipt

- Inspectors will receive one empty brown Voted Ballot Carton. All voted paper ballots, the results cartridge and the "yellow" copy of the "Ballot Statement" will be placed in one of these cartons. Your Range Inspector will have additional "Voted Ballot Carton" boxes if needed. If your precinct finds that approximately 600 voters voted at your polling place call your Range Inspector for an additional box prior to the close of polls.



### Blue Ballot Box

- ♦ The Blue Ballot box will be delivered to the Polling Place. Check the inventory of precinct materials stored in the ballot box on Election Eve.



### Election Supplies Inventory...Sheet

- ♦ On Election Eve, check the inventory of precinct materials stored in the ballot box and Red Transport Bag against the "Election Supplies Inventory...". The list is located inside the Red Transport Bag.

#### ELECTION SUPPLIES INVENTORY FOR THE NOVEMBER 3, 2009 CONSOLIDATED UDEL ELECTION

This Ballot Box contains election precinct supplies as follows: Check items received, call the Registrar of Voter's Office immediately if anything is missing.

##### RED TRANSPORT BAG (Precinct Specific Items)

- ☐ Combined Roster and Indexes (A-L & M-Z)- Verify your precinct number
- ☐ Collection Center Map (1)
- ☐ Elections Supplies Inventory (this sheet) (1)
- ☐ Multiple Board Precinct Kit (Large precinct # sign, "List of Streets by Voting Precinct" list. (1 copy of each board if a multiple board)
- ☐ Official Returns Envelope (clear pouch for ballot cartridge) (1)
- ☐ Paper/Electronic Provisional Voter Roster (1)
- ☐ Precinct Map with surrounding precincts (1)
- ☐ Red Chamber Seals to seal the Red Transport bag (1 each)
- ☐ Red Transport Bag Handle Tag (1)
- ☐ Return Bags
  - ☐ Provisional Voted Ballots- return bag (1)
  - ☐ Spoiled Ballots-return bag (1)
  - ☐ Vote-By-Mail Voted & Surrendered Ballots (1)
- ☐ Roster (Precinct-Street) Index (2 copies)
- ☐ Sample Ballots (3 English/3 Spanish)
- ☐ Seal Bag
  - ☐ 1 bag containing a log, 5 red seals, 2 yellow evidence seals
  - ☐ Tamper Proof Seals for brown Voted Ballots
  - ☐ Tamper Proof Seal for (Unused & Spoiled Ballots)
  - ☐ Precinct Posting (1)
- ☐ RED TRANSPORT SUPPLY BAG (1 General)
  - ☐ Brown Box of Accessible Voting Unit voter
  - ☐ California General Election Supplemental Voting
  - ☐ Calculator (1)
  - ☐ Electronic Provisional Ballot Issue Guide
  - ☐ Lapel Pins (Please keep as a souvenir) (1)
  - ☐ Polling Place CD
  - ☐ Provisional Voter Information Card (1 page)

- ☐ White Paper Ballot Container(s) with unused precinct Ballots (1-4 depending on precinct)-Verify your precinct number

- ☐ Empty brown "Voted Ballot Cartons" Verify your precinct number

##### WHITE PROVISIONAL BALLOT CARTON

- ☐ Blue Provisional Ballot Envelopes
- ☐ Folded Provisional Ballots

##### ENVELOPE #1

- ☐ Bilingual Polling Place Sign (No Electioneering within 100 feet) (1)
- ☐ Bilingual Post Card Registration Forms (10)
- ☐ Election Officers' Badges
- ☐ Magnifying Sheet (1)
- ☐ Pollworker Applications (5)

##### Stationery Supplies (in Envelope #1)

- ☐ Alcohol Screen Wipes
- ☐ Bilingual Voter Information Pad (Registrar of Voter's Phone Number)
- ☐ Black Pens
- ☐ Hi-Liter Pens
- ☐ "I Voted" stickers (1 roll)
- ☐ Post-it® Pad
- ☐ Rain Cover for Blue Ballot Box
- ☐ Roll of Masking Tape
- ☐ Rubber-Tipped Stylus
- ☐ Vote-by-Mail Envelopes

##### DELIVERED TO THE POLLING PLACE

- ☐ Voting Booths
  - ☐ 1 Accessible Voting Unit (AVU)
  - ☐ 1 ADA compliant paper ballot booth
  - ☐ 4 Paper ballot booths
- ☐ 1 Blue ballot box (leave at polling place)
- ☐ Brown cardboard ballot box for (Regular and Surrendered Vote-by-Mail ballots, Provisional Ballots, Spoiled Ballots (Leave at Polling Place))

##### IN THE BALLOT BOX

- ☐ A-L, M-Z Table Signs "New" (1 set inside blue bag)
- ☐ Card Activator Unit (1)
- ☐ Flag/Frames
- ☐ "Handicap Parking" Sign
- ☐ Resource Materials Bag (1)
- ☐ VeriVote® Printers (2)
- ☐ "Vote Here" Directional Signs
- ☐ "Voter Parking" Sign

\*You may post the "Voter Parking" and or "Handicap Parking" signs as needed.

### ELECTION POSTING INSTRUCTIONS

#### POST OUTSIDE THE POLLING PLACE

- Directional Signs
- Flag—Post at or near the door to the Polling Place
- Parking Signs\*
- Voter Bill of Rights Poster (1 English & 1 Spanish)

#### POST INSIDE THE POLLING PLACE

- Bilingual Polling Place Sign (No Electioneering within 100 feet)
- Roster (Precinct-Street) Index (1)
- Voter Bill of Rights Poster (1 English & 1 Spanish)

**NOTE:** Quantities of items furnished may vary depending upon the number of voters in your precinct. Any materials not in use should remain near the table until needed.

**If any ESSENTIAL items are missing call the Registrar of Voters Office or your Range Inspector *immediately* at:  
or (toll free)**

**Precinct Inspectors** are the lead Election Officers. Inspectors oversee that all procedures established in Elections Code are being followed and ensure that the electoral process runs smooth during the whole election process.

**Precinct Inspectors** are responsible for:

- ✦ Picking up and inventorying election supplies
- ✦ Ensuring regular ballots and provisional ballots remain sealed until election day
- ✦ Arranging pre-election setup with the Polling Site (at least two weeks in advance)
- ✦ Contacting appointed board members to assist with Election Eve setup
- ✦ Ensure the polls open promptly at 7am and close at 8pm
- ✦ Ensure proper procedures are followed throughout Election Day
- ✦ Assign duties to all members of the Precinct board
- ✦ Completion of closing documents
- ✦ Return ballots and printers to an assigned Collection Center at the end of the day

**Precinct Officers** provide support at the polling place and follow all procedures established by the Registrar of Voters and Elections Code.

**Precinct Officers** are responsible for:

- ✦ Assisting during Election Eve and Election Day set-up
- ✦ Ensuring that regular and provisional ballots are sealed
- ✦ Maintaining and running the polling place throughout the day
- ✦ Following Election Code and policies and procedures of the Registrar of Voters' office
- ✦ Serving the voting public with patience and understanding
- ✦ Maintaining order at the polls
- ✦ Assisting with closing procedures by completing closing documents, breaking down the voting equipment, and securing the facility.



**Remember, regardless of your appointed position everyone is an invaluable resource to the Electoral Process. We are all here to ensure that the voting process is carried out to the best of our abilities and to ensure that all voters are able to cast their vote.**



### What is a Student Poll Worker?

The County of Riverside Student Poll Worker Program gives students the opportunity to participate in the democratic process at its most fundamental level, the polling place. Hundreds of students around the county participate in this program by assisting at the polling place. State law allows high school students 16 years of age or older, who are citizens of the U.S. and in good academic standing (**2.5 GPA** and above), to serve as poll workers. (E.C. 12302b)



### What Does a Student Poll Worker Do?

Student Poll Workers perform all of the same tasks that are required for regular Poll Workers. The following are duties which must be performed by Student Poll Workers:

- ✦ Assist with Election Eve set-up
- ✦ **Must** work the entire day on Election Day; from 6:15 am, and may not be released until approximately 9:00 pm, after the polls close
- ✦ Sign the Declaration (Oath) and payroll sheets
- ✦ Sign the *Certificate of Completion* at the close of polls
- ✦ Students provide their own transportation to training and to their assigned Polling Place



### Do Student Poll Workers get paid?

- ✦ Yes, all Student Poll Workers will receive the same stipend as Election Officers .
- ✦ Stipends are \$90.00 for working Election Day and \$20.00 for attending training.

**Note: Students must work the election in order to receive the \$20.00 training stipend.**

Inspectors, it is recommended that the student go home immediately after the completion of all election duties after the polls close. Most students are required to return to class the next day and should get plenty of rest. If the student happens to be your child, we leave it to your discretion if you would like for them to ride with you to the Collection Center to return election supplies.

# Pre-Election

## Inspector Polling Place Inspection

One to two weeks before the election the Inspector must arrange for an inspection of the facility (see multiple board precincts ). Take note of the size of the room, location of windows, doors, and outlets. Consider how voters will enter and exit the facility and how to place the voting booths to provide privacy to the voter.

**During your Inspection consider the following:**

### ✦ Door locations

- ✦ If two doors, have the voters enter one and exit the other.
- ✦ If one door, traffic flow may need monitoring.

### ✦ Windows

- ✦ Position the Accessible Voting Unit (AVU) and booths to avoid glare.
- ✦ Position the Precinct Officer's voter processing table to avoid glare.

### ✦ Power outlets

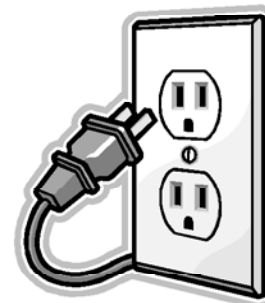
- ✦ Location of power outlets will affect the placement of the Accessible Voting Unit, voting booths, and the voter processing table.

### ✦ Lighting

- ✦ There should be adequate lighting for the voter processing table.
- ✦ Position units where interior lighting can provide adequate light.

### ✦ Other considerations for room layout:

- ✦ Adequate space between booths for Election Officers to provide assistance to voters
- ✦ Pathways are clear of obstructions and wide enough for voters requesting to use the Accessible Voting Unit.
- ✦ Position voting booths to ensure voter privacy.



Inspectors, when you make your visit to your assigned polling place consider how you and all your board members will enter and exit the facility especially during non-business hours during Election Eve setup and election morning at 6:00am. Always obtain from the site a contact cell phone number and ask if keys and codes will be provided to enter the facility. Don't be caught unprepared and unable to enter the facility after business hours especially on Election Morning. Please note that the facility contact may forget about you and everything about Election Day so please Ask, Ask, Ask.



# Pre-Election

## Election Eve Reminders A-J

### Pre-Election Inspector Reminders

**A** ♦ At least two weeks prior to the election you must make contact with the facility listed on your “Notice of Appointment” letter. The facility listed is scheduled to be used as a polling place. Be sure to visit and make arrangements with the facility coordinator in order to have access to the facility during non-business hours. **Obtain a cell number, home number, and even an alternate number in case of an emergency.** Please keep in mind that it is common for facility coordinators to forget that they will be hosting a polling place since elections don’t occur frequently.

Riverside County Registrar of Voters  
2724 Gateway Drive • Riverside, CA 92507 • www.voteinfo.net  
Elections Officers and Polls Division • 951-486-7341 • 1-877-663-9906 (toll free) • 951-486-7320 (fax)

**NOTICE OF APPOINTMENT** VOTING PRECINCT: 0030936  
September 27, 2007

Mimi Ghorbanian  
40101 De Portola Rd  
Temecula, CA 92592

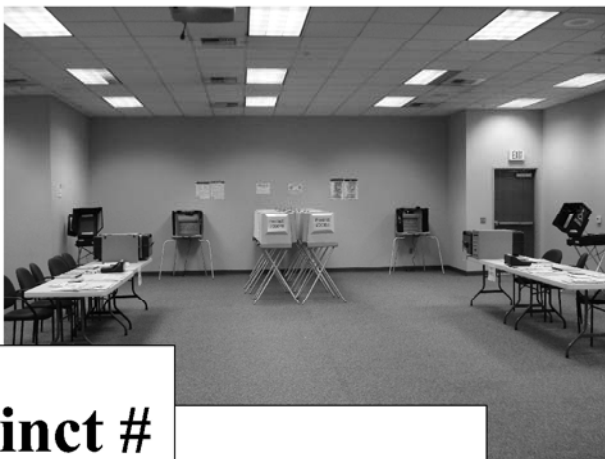
I am pleased to inform you that you have been appointed to serve as **Pct Officer** on the Precinct Board noted below for the Consolidated General Election to be held on November 6, 2007.  
You will be serving at:

**Glen Oak Hills**  
40101 De Portola Rd  
Temecula, CA 92592-8676

Inspectors **MUST** make contact with the polling place 2 weeks in advance.  
The Precinct Board is composed of the following people:

Position	Name	Address	Phone
Inspector	James Patrick Walker	33592 Ferra Springs St	951-330-1542
Pct Officer	Mimi Ghorbanian	41485 Pareto Del Sol Dr	(951) 332-6406
Pct Officer	Charles Drenth	41625 Anza Rd	(951) 388-5521
Pct Officer	Margaret Emerson	48101 Lake Lumpy	(951) 330-5959

**B** ♦ Be sure to call all appointed board members listed on the “Notice of Appointment” letter and arrange to meet at the assigned Polling Place for Election Eve Set-Up. Some Election Officers may be calling you if they have not yet received a call. **Note: Election Eve set-up can take 30 minutes to an hour and it is up to the Inspector and the facility manager to coordinate a convenient time for both. Set up may take place any time during the day on Election Eve. Inspectors should consider to set up during evening hours to allow students and those that work during the day an opportunity to assist in the process.**



**Precinct #  
36040**

**Precinct #  
36050**

**C** ♦ If you have been assigned to a multiple board precinct (refer to multiple board precincts), contact the Registrar of Voters office for information on the other Inspector(s) working at the same facility in order to coordinate with the facility coordinator a convenient time for all boards to set up at the same time.

**PRE-ELECTION**

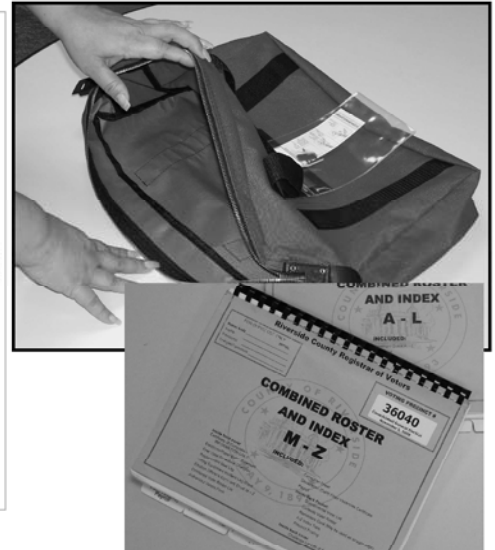
# Pre-Election

## Election Eve Reminders A-J (Cont'd)

PRE-ELECTION

### D Red Transport Bag/Voting Equipment Security Log

- ✦ The Inspector must remember to take the red Transport Bag, containing the M-Z Roster with the log, with them for Election Eve Setup, where the log must be completed for the first time.
- ✦ Inspectors **do not leave** the red Transport Bag at the polling place, it must be in your possession at all times.
- ✦ During set-up verify the red Tamper Resistant seal on the AVU against the Log and be sure to record the "VeriVote seal # and the VeriVote Rail Seal #."



Red Transport Bag/Combined Roster and Index

**E**

**VOTING EQUIPMENT SECURITY LOG**

Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.  
May 15, 2009 Consolidated Statewide Special Election

Precinct No: 36040 Serial No: 4161 AVU Yellow Strap Seal No: 334403

AVU Case Bottom Left Screw Seal (A)	AVU Case Bottom Right Screw Seal (B)
AVU Display Back Cover Seal #1 (C)	AVU Display Back Cover Seal #2 (D)
Tamper-Evident Seal (E)	Reset Switch Seal (F)
Pulls Open-Closed Yellow Seal (Desktop One and Desktop Morning Only) (G)	Pulls Open-Closed Red Seal (H)
Record VeriVote Seal # (I)	Record VeriVote Rail Seal # (J)
Record VeriVote Replacement Seal #	Record Replacement VeriVote Rail Seal #

**ACCESSIBLE VOTING UNIT SEAL LOG**

Activity	Seals	Verifier Name	Verifier Title	Verifier Initials
Election Eve Verification				
Election Morning Verification				
Election Day Verification by Range Inspector				
Close of Poll Verification				

Register of Voters 2724 Gateway Dr., Fremont, CA 94527 PH: (415) 298-7200 FAX: (415) 298-7200

Voting Equipment Security Log



**G**  
VeriVote printer red "VeriVote Rail seal #"



**F**  
Accessible Voting Unit (AVU)/ red Tamper Resistant Seal



VeriVote printer red "VeriVote seal #"

- H**
- ✦ Return all unused or broken used seals into the "Seals Bag".

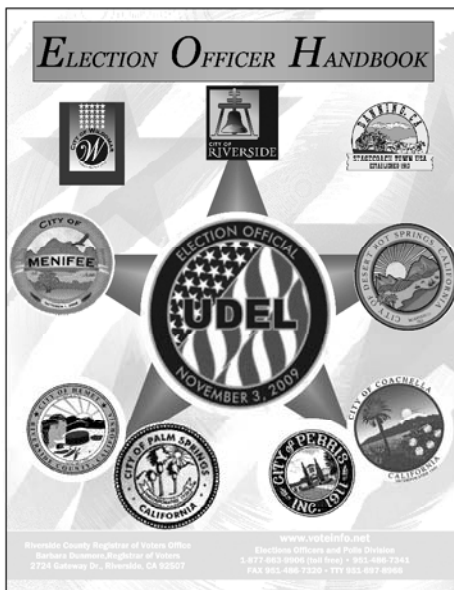


# Pre-Election

## Election Eve Reminders A-J (Cont'd)

### Review Election Officer Training DVD and Handbook

- ✦ Inspectors should take this opportunity to meet any new board members and review all Election Day procedures (DVD(s) and Election Officer Handbook) and assign duties as appropriate. Remind everyone to arrive at 6:15am Election Morning and to be prepared to stay as long as 9:00pm after the close of the polls. Take the time to also discuss lunches and breaks.



PRE-ELECTION

### Unable to set-up voting equipment on Election Eve

- ✦ There may be a few facilities where Election Eve set up will not be possible due to certain facility requirements or unforeseen circumstances. If this is the case the Inspector should notify the Registrar of Voters office immediately. The Inspector needs to inform all Election Officers that Set-Up will be on Election Morning. Also the Inspector needs to make sure everyone understands what their role will be on Election morning upon arrival at 6:15am in order to expedite the set-up process for the opening of the polls at 7am. If the polling place cannot be used due to damage, fire, or natural disaster then the Registrar of Voters will communicate with the Inspector and Range Inspector and we will designate another polling place as near the place first designated as possible and conduct the election at the new location.

**Note: Equipment will arrive within 7 days of the election at the facility. Tables and chairs, if requested by the facility, should have been delivered. If voting equipment, tables, or chairs are missing please contact the Registrar of Voters office to make delivery arrangements.**

# Pre-Election

## Equipment & Room Layout #1-2

✦ *Note: for security reasons the Accessible Voting Unit will need to be positioned in such a way that the back is not accessible to the public and should be near the voter processing table. NO ONE but the Election Board, the Range Inspector, or an ROV representative is allowed behind the Unit.*

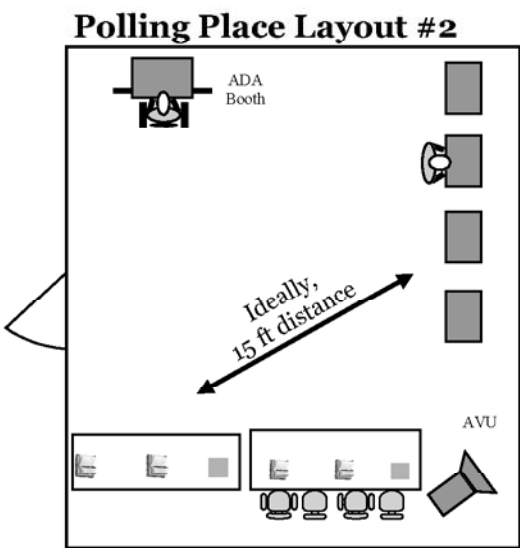
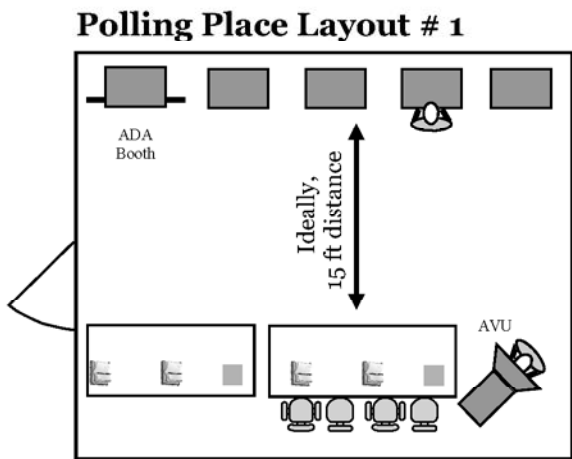
PRE-ELECTION



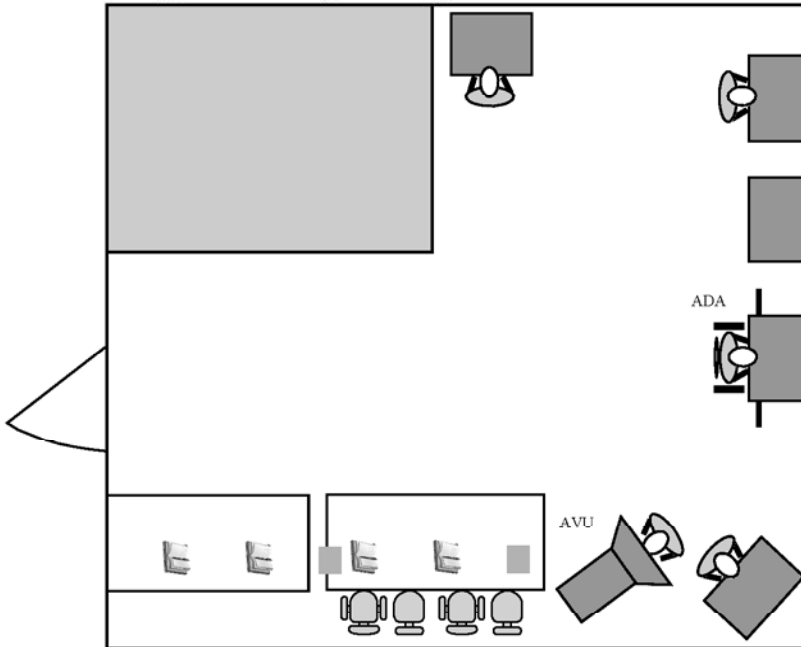
### Room Layout Examples

Polling places come in different shapes and sizes, the following illustrations offer solutions in helping you plan and decide on your room layout.

The illustrations below are suggestions for arranging square or nearly square rooms. The ideal distance between the processing tables and the voting booths and the Edge® voting units is 15 feet.



**Polling Place Layout # 3**

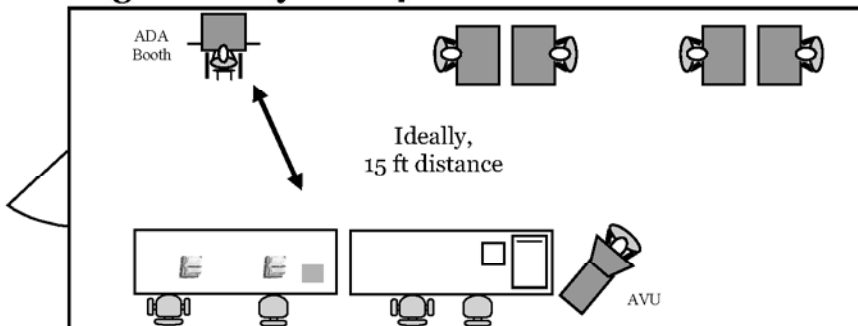


Layout 3 to the left is an example of how to arrange an L-shaped room or a room that has unusable space with gym equipment, a piano, or large pieces of furniture which blocks a portion of the room.

**REMEMBER**

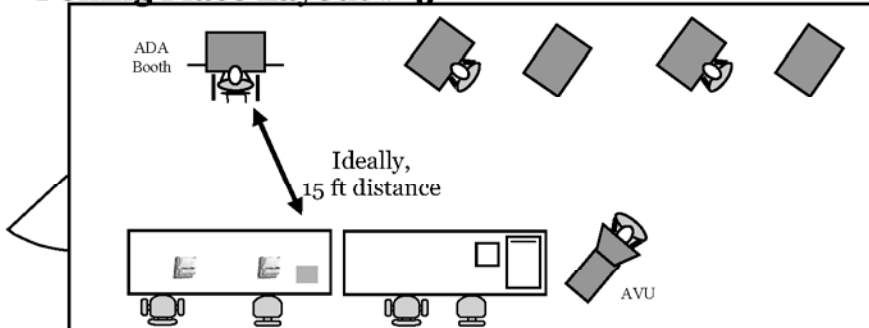
Provide clear pathways for easy and safe access for all voters especially those voters with special needs using wheelchairs and walkers.

**Polling Place Layout # 4**



To the left, layouts 4 and 5 are examples of arrangements for long narrow rooms with a single doorway.

**Polling Place Layout # 5**



**REMEMBER:**

There must be no obstacles to impair the special needs voter i.e., wheelchair, walker, etc. from conveniently accessing any available voting booth.

# Pre-Election

## Multiple Board Precincts

Multiple Board Precincts are two or more voting precincts located at the same voting facility. Precinct Officers working in a Multiple Board Precinct will be notified by their "Notice of Appointment" letter. **It is highly recommended that at least two weeks before the election. Inspectors communicate with each other in order to coordinate a convenient time to meet with the site contact to plan the best arrangement for the facility.** To obtain the other Multiple Board Precinct Inspector's name and contact information call the Registrar of Voters office.

### Consider the following when setting up Multiple Boards:

- ✦ Before set-up, the Inspectors **must check that the precinct number on the Appointment Letter matches the label on the Accessible Voting Unit** to ensure that the correct unit will be used. **Note: Not all multiple boards have the same ballot type, therefore using the wrong unit may cause the voter to receive the wrong ballot!**
- ✦ The Registrar of Voters may arrange for a **"Polling Place Coordinator"** to assist in directing voters to their correct voting area. If a coordinator is not provided, the Inspectors may assign one of their Precinct Officers to act as a coordinator. Position the Coordinator at a table at the entrance of the polling site. Each Inspector will provide the coordinator with their "List of Streets by Voting Precinct" roster.
- ✦ If 2 or more precincts are working in the same room, allow sufficient space between each set of voting booths.
- ✦ We will provide two Precinct # signs but each board may develop larger signs to identify each precinct's area and units if necessary.

Riverside County Registrar of Voters  
3734 Gateway Drive • Riverside, CA 92503 • [www.cotrbo.net](http://www.cotrbo.net)  
Elections Officers and Polls Division • 951-486-7241 • 1-877-653-0808 (toll free) • 951-486-7330 (fax)

**NOTICE OF APPOINTMENT**  
VOTING PRECINCT: 0036040  
August 13, 2009

Name: **King Arthur**  
Title: **Inspector**  
City: **San Juan**  
State: **CA**

I am pleased to inform you that you have been appointed to serve as an Inspector on the Precinct Board for the **0036040** Precinct on November 3, 2009. You will be serving at:

**King Arthur Moore Home Estates**  
1600 Main and Highway 94  
Riverside, CA 92507-0920  
(951) 932-8929

Inspectors **MUST** make contact with the polling place 2 weeks in advance.

The Precinct Board is composed of the following people:

Position	Name	Address	Phone
Inspector	Therese B. Raley-Bingewer	5781 Trinity North St	(951) 261-2362
Poll Officer	Tamela Ward	2734 Gateway Dr	(951) 783-4504
Poll Officer	Jane A. Hansen	105 SE Trindon Dr	(951) 682-4532

If you are unable to attend the scheduled training class, please call the Registrar of Voters Office to reschedule at: 951-486-7341 or Toll free 1-877-653-0808

Your scheduled training class is: **08-09-2009 02:00 PM**

The Collection Center for your precinct is: **San Juan County, CA, Riverside**  
1000 Main Ave  
Riverside, CA 92507

County Administration Center  
1st Floor Board Chambers  
4001 Lepton St  
Riverside, CA 92501

Inspectors: As always, please call the Registrar of Voters. If you have any questions about your training class and/or before the election, a \$25.00 stipend will be paid only to inspectors taking up their last class. Inspectors will not get the \$25.00 stipend if training class is rescheduled more than twice. It is important for you to set up all voting units on Election Day and a 1-877-653-0808 toll free line to report completed set up. Your commitment to serve as an Election Officer requires the obligation to accomplish Collection Center equipment set up. Polls open at 7:00 a.m. on Election Day and must remain open until 8:00 p.m.

On Election Day you must report to your assigned Polling Place by 6:15 a.m. Election Officer stipends are: Inspectors: \$175.00, Precinct Officers \$80.00.

An additional \$25.00 stipend will be given for attending Election Officer Training.

**NOTE: You must work the election in order to be paid the training stipend.**

**IMPORTANT INFORMATION ON REVERSE REGARDING ELECTION OFFICER TRAINING**

**Precinct #  
36050**

**Precinct #  
36040**

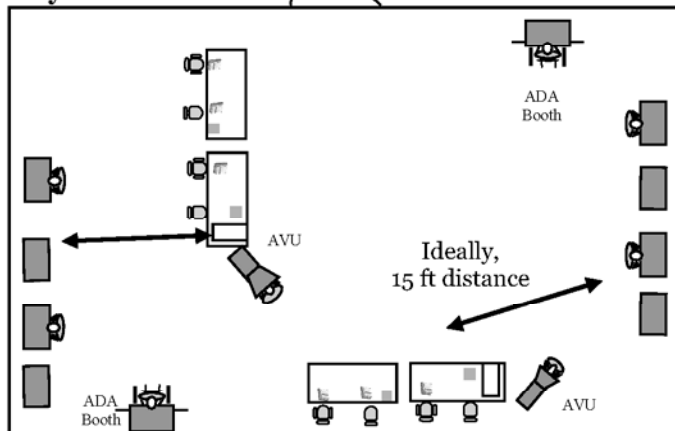


**Use the layout guides on page 22 to assist in arranging the units. The set-up should allow a smooth traffic flow through the voting room(s).**

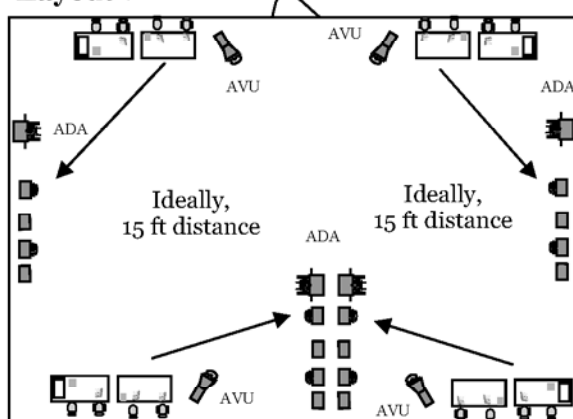
### Multiple Board Layouts

The illustrations below are examples of how to arrange voting equipment and voter processing tables for multiple board precincts.

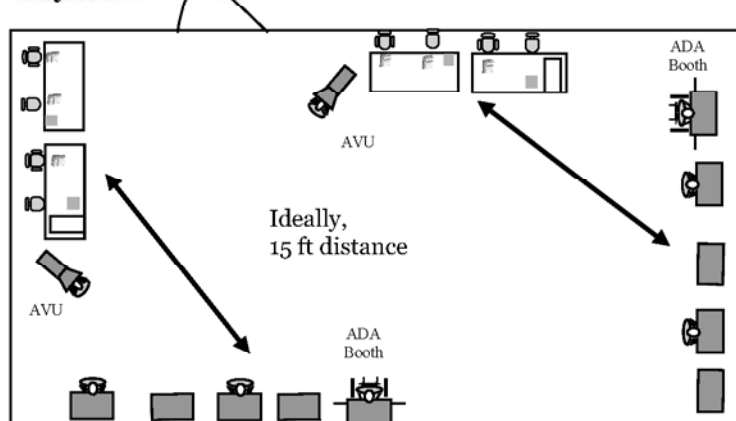
Layout 6



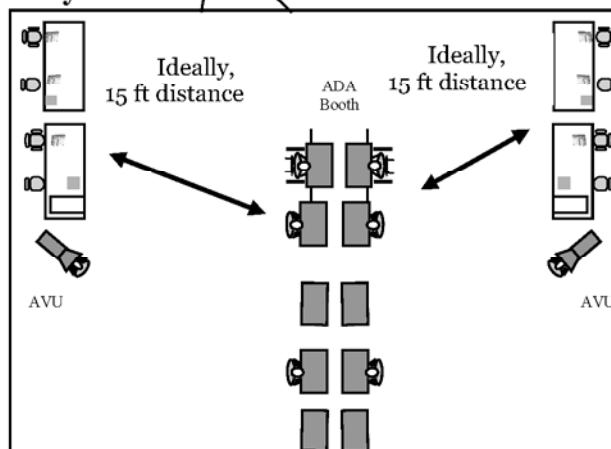
Layout 7



Layout 8



Layout 9



### REMEMBER:

There must be no obstacles to impair the special needs voter i.e., wheelchair, walker, etc. from conveniently accessing any available voting unit.

# Pre-Election

## List of Streets by Voting Precinct Multiple Board Precincts

### PRE-ELECTION

To determine if a voter belongs to your voting precinct use the “List of Streets by Voting Precinct” report which is especially helpful at Multiple Board Precincts. The list shows the streets and house numbers, whether odd, even, or both, that lie within each voting precinct’s boundaries. If the voters street and house number is listed simply look at the voting precinct and direct the voter to the corresponding voter processing table to be processed.

- ✦ Below is a sample page of the “List of Streets by Voting Precinct.” It lists the streets and house numbers, whether odd, even, or both, that lie within the precinct boundaries.

List of Streets by Voting Precinct Consolidated UDEL Election-11/04/2009									
Street/City	House Numbers Low - High	Side Code	Apt Numbers Low - High	Alpha Range Low - High	Street/City	House Numbers Lo - High	Side Code	Apt Numbers Lo - High	Alpha Range Low - High
<b>Voting Precinct: 0011223 RIVERSIDE/WD 2</b>									
Central Ave, Riverside	375	O	1 - 200						
Central Ave, Riverside	600	E	1 - 420						
Central Ave, Riverside	725	O							
Quail Run Rd, Riverside	5059	B	1 - 299						
Quail Run Rd, Riverside	5100	E	111 - 1038						
Verdugo, Riverside	2393	O							
Via Alberca, Riverside	5400 - 5499	B							
Via Del Tecolote, Riverside	5440 - 5489	B							
Via Dos Cerros, Riverside	5500 - 5599	B							
Via La Paloma, Riverside	500 - 799	B							
Via Mesa Verde, Riverside	820 - 828	E							
Via Mesa Verde, Riverside	830 - 835	B							
Via Mesa Verde, Riverside	836 - 890	E							
Via Ponte De Oro, Riverside	800 - 899	B							
Via Sierra Nevada, Riverside	770 - 891	B							
Via Zapata, Riverside	500 - 899	B							

The “Side Code” column identifies whether the house number range includes only even numbered addresses, “E”, only odd numbered addresses, “O”, or both even and odd numbered addresses, “B”.

**Note:** The “List of Streets by Voting Precinct” report does not indicate whether or not someone is registered to vote. If you are unable to locate a person’s name in any segment of your “Combined Roster and Index”, the green Supplemental Active Voter Roster List, or the Authorized Voters List and the voter insists he/she is registered in Riverside County, he/she may contact the Registrar of Voters office or vote by a Provisional Ballot only.



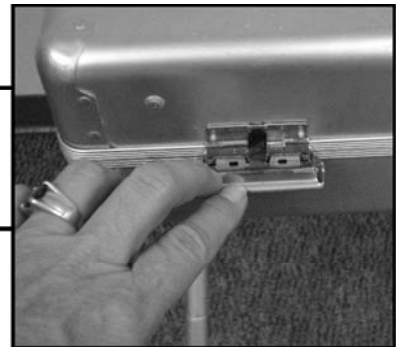
# Pre-Election

## Paper Ballot Voting Booth Assembly

Four paper ballot voting booths, 1 ADA compliant paper ballot voting booth, and 1 Accessible Voting Unit (AVU) will be delivered to each polling site. Each site is required to securely store all booths. Inspectors must make arrangements with the facility contact person to guarantee access to the facility and the voting units for Election Eve set-up and Election Day. If the units were not delivered or are missing call the Registrar of Voters Office for assistance. Use the following steps to assemble the voting booths.

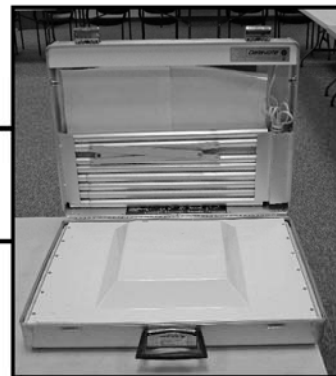
1

Place the voting booth on a table (or the floor) with the bottom (leg holes) facing down. Open the booth by flipping down the latches.



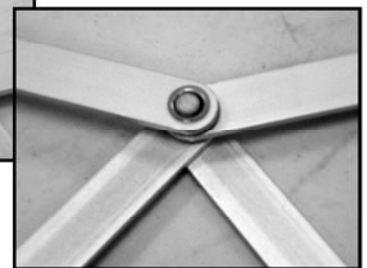
2

Open the booth, remove the legs, and reclose the lid and relatch. Turn the booth over.



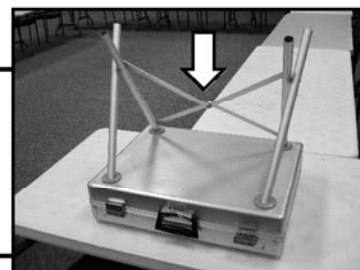
3

Assemble the scissor leg assembly by inserting the pin into the hole stabilizing the brace. **Do BEFORE the leg assembly is inserted into the unit.**



4

Insert the leg assembly into the holes in the bottom of the booth. Notice that the bracket is on the opposite side of the handle.



PRE-ELECTION

**Precinct Inspectors and Precinct Officers are REQUIRED to assist with the set-up of all voting units on Election Eve.**

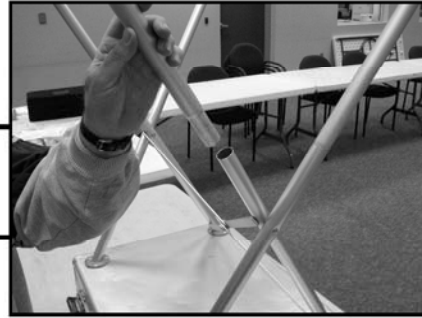
# Pre-Election

## Paper Ballot Voting Booth Assembly (Cont'd)

### PRE-ELECTION

5

Insert the four leg extensions into each leg of the leg assembly.



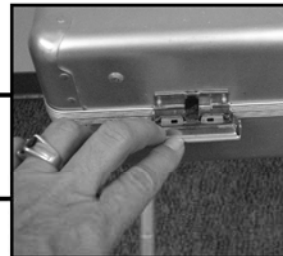
6

Move the assembled booth to the edge of the table and roll onto the floor.



7

Reopen the case again by opening the 2 latches and raising the lid.



8

Secure secrecy panels by raising the first panel, place the hole over the pin in the lid, and twist the pin to lock the panel in place. Repeat for the second panel.



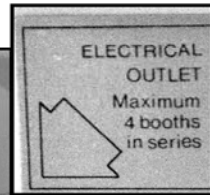
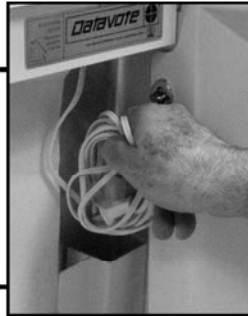
# Pre-Election

## Paper Ballot Voting Booth Assembly (Cont'd)

### PRE-ELECTION

9

Remove the power cord from inside its niche and daisy chain all booths together. **Do not daisy chain into the Accessible Voting Unit.**



10

Check that each booth has ballot instructions on the writing surface.



## ADA Compliant Voting Booth Assembly

To be ADA compliant Riverside County provides a Disabled/Special Needs Paper Voting Booth. It is designed to accommodate persons who are wheelchair bound.

1

Open and remove legs as in the First and Second steps on the previous pages.



# Pre-Election

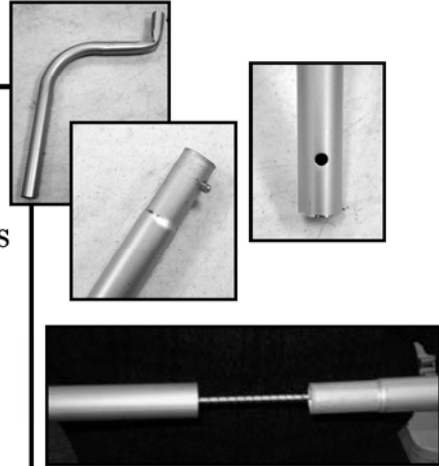
## ADA Compliant Voting Booth Assembly (Cont'd)

### PRE-ELECTION

2

The legs for the front of the ADA compliant booth are bowed to accommodate a wheelchair or scooter. The front legs have extensions with pins that fit into the curved leg. Assemble the front legs by pressing the pin down and inserting into the bowed leg. Be sure the pin snaps into the hole.

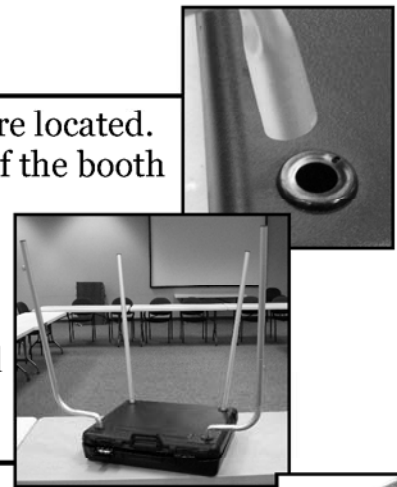
The rear legs have an elastic connecting cord. Assemble this leg by inserting one into the other.



3

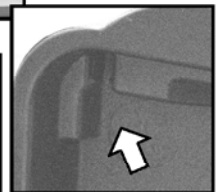
Flip the booth onto its back where the leg holes are located. Insert the bowed legs into the holes toward the front of the booth (the handle designates the front). Insert the legs so they curve to either side of the booth. Insert the straight legs into the holes at the back of the booth.

Move the assembled booth to the edge of the table and roll off the table on its legs.



4

Open the booth, raise the first panel and snap into the notch inside the top of the lid; repeat with second panel. Daisy chain with other booths.



5

Be sure to check that the ADA booth legs are spread out for stability and correct height level.

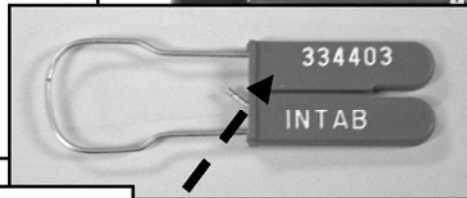
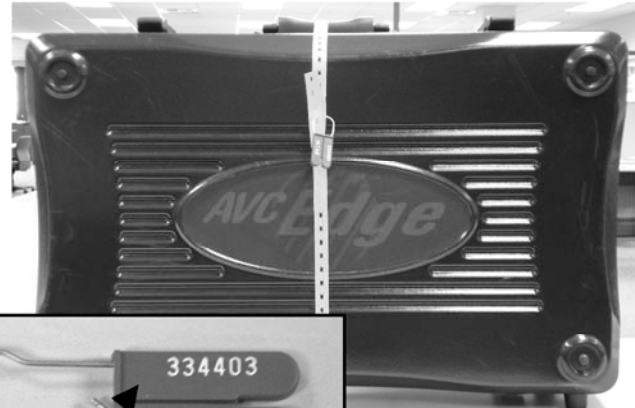


# Pre-Election

## Voting Equipment Security Log (Election Eve)

All security seals on the Accessible Voting Unit (AVU) will need to be verified four times during the election process. Use the following instruction to properly Verify the **Precinct Number**, **AVU Serial Number**, and **red Tamper Resistant Seal number** on the Voting Equipment Security Log during Election Eve Set-Up.

Prior to Setting up the Accessible Voting Unit (AVU), the Inspector and another officer **must inspect the red Tamper Resistant Seal on the AVU unit and verify that the seal number matches the number on the Voting Equipment Security Log**. Once the seal has been verified, remove the yellow strap by breaking the red seal in half. Place the broken seal in the "Seals Bag".



Locate the Voting Equipment Security Log (VESL) in the M-Z Combined Roster and Index inside the red Transport Bag.

VOTING EQUIPMENT SECURITY LOG	
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instructions on the next page.	
May 19, 2009 Consolidated Statewide Special Election	
Precinct No: <u>36-040</u> AVU Serial No: <u>41612</u> AVU Yellow Strap Seal No: <u>334403</u>	
AVU Case Bottom Left Screw Seal 433951 (A)	AVU Case Bottom Right Screw Seal 433279 (B)
AVU Display Back Cover Seal #1 K732954 (C)	AVU Display Back Cover Seal #2 K732956 (D)
Tamper-Evident Seal 018826 (E)	Reset Switch Seal K732915 (F)
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) 0068845 (G)	Polls Open-Closed Red Seal (Cannot be verified before opening of P Election Morning) 0031196 (H)
Record VeriVote Seal #	Record VeriVote Rail Seal #

### VOTING EQUIPMENT SECURITY LOG

The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.

May 19, 2009 Consolidated Statewide Special Election

Precinct No: 36-040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403

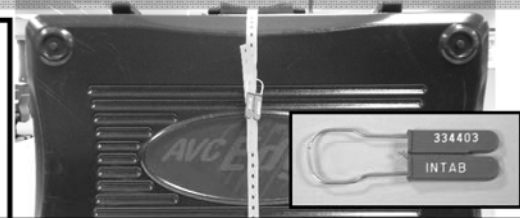
AVU Case Bottom Left Screw Seal 433951 (A)	AVU Case Bottom Right Screw Seal 433279 (B)
---	--

If a seal is broken or tampered with or if the numbers do not match on the log call the Registrar of Voters Office or Range Inspector *immediately* at:  
or (toll free).

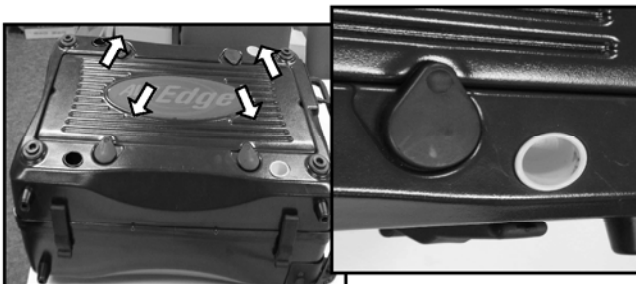
# Pre-Election

## Accessible Voting Unit Assembly

**1** Precinct Officers must inspect the red Tamper Resistant Seal on the AVU unit and verify that the seal number matches the number on the Voting Equipment Security Log. If the seal has been compromised or tampered with contact the Registrar of Voters Office Immediately. Once the seal has been verified remove the yellow strap by breaking the red seal in half.

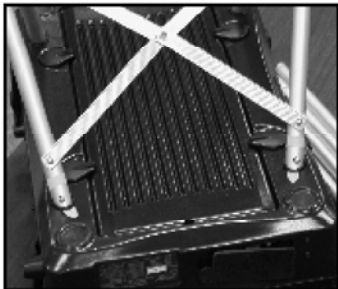
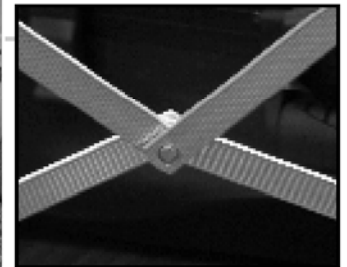


VOTING EQUIPMENT SECURITY LOG		
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page. May 19, 2009 Consolidated Statewide Special Election		
Precinct No: <u>36-040</u>	AVU Serial No: <u>41612</u>	AVU Yellow Strap Seal No: <u>334403</u>
AVU Case Bottom Left Screw Seal 433951	<b>A</b>	AVU Case Bottom Right Screw Seal 433279 <b>B</b>



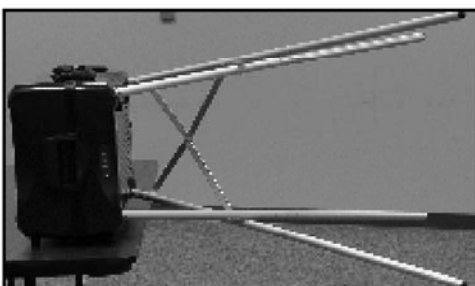
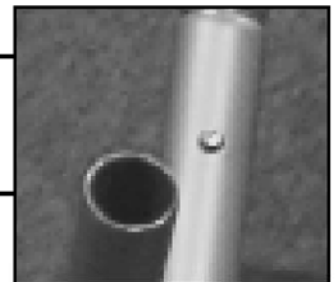
**2** Remove the leg storage cover by turning the four knobs. Lift the cover, and remove the leg assembly. Replace the cover and turn the knobs to the original locking positions.

**3** Assemble the scissor leg assembly by inserting the pin into the hole to secure the brace. **Do this BEFORE the leg assembly is inserted into the unit.**



**4** The scissor leg assembly has colored (black and yellow) leg inserts. Place the legs into the matching color holes in the bottom of the unit. While depressing the upper pair of pins on the legs, push them into the holes until the bottom pins are inside the holes. Repeat for the other pair of legs. **Press the leg assembly down to ensure the legs are locked in place.**

**5** Insert the four leg extensions by pressing in and holding the pins while sliding each leg extension into the leg opening on the scissor leg assembly. Be sure the pins snap into the holes.



**6** Move the assembled unit to the edge of the table and roll the unit into the upright position.



7

Roll the unit upright onto its legs as shown. When assembling on the floor, lift and set the unit upright. **Either process is performed by two people.**



8

Open the top cover by flipping down the 4 side latches. Lift the cover off the voting unit. Remove the power cord from the storage area inside the cover. Store the cover with other unused supplies.



9

Plug the non-prong end of the power cord into the back of the unit and drop the power cord on the floor. **Do not daisy chain this unit to the paper ballot booths.**



10

Raise the screen, and place the support bar into the notch. **Do not open the privacy panels.** Check that all seals are intact.



# Pre-Election

## Installing the VeriVote® Printer

The new procedure for this election is that the security seals on the Accessible Voting Unit (AVU) will need to be verified four times during the election process. Use the following instruction to properly **Record the VeriVote Seal number** on the Voting Equipment Security Log during Election Eve Set-Up.

### Accessible Voter Verified Paper Audit Trail (AVVPAT)

Two VeriVote® Printers will be delivered to the Polling Place inside the blue Ballot Box.

The VeriVote® Printer was developed to provide a paper trail for all votes cast on a voting unit. Before casting their ballot, voters have the opportunity to review their choices, both on screen and on a paper printout.

Record the VeriVote seal number on the Voting Equipment Security Log in **box "I"**.

**VOTING EQUIPMENT SECURITY LOG**  
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.  
**May 19, 2009 Consolidated Statewide Special Election**

Precinct No: **36040** AVU Serial No: **41612** AVU Yellow Strap Seal No: **334403**

AVU Case Bottom Left Screw Seal <b>433951</b> (A)	AVU Case Bottom Right Screw Seal <b>433279</b> (B)
AVU Display Back Cover Seal #1 <b>K732954</b> (C)	AVU Display Back Cover Seal #2 <b>K732956</b> (D)
Tamper-Evident Seal <b>D18826</b> (E)	Reset Switch Seal <b>K732915</b> (F)
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b> (G)	Polls Open-Closed Red Seal <b>0031196</b> (H)
Record VeriVote Seal # <b>0028483</b> (I)	Record VeriVote Rail Seal # <b>0025211</b> (J)
Record VeriVote Replacement Seal #	Record Replacement VeriVote Rail Seal #

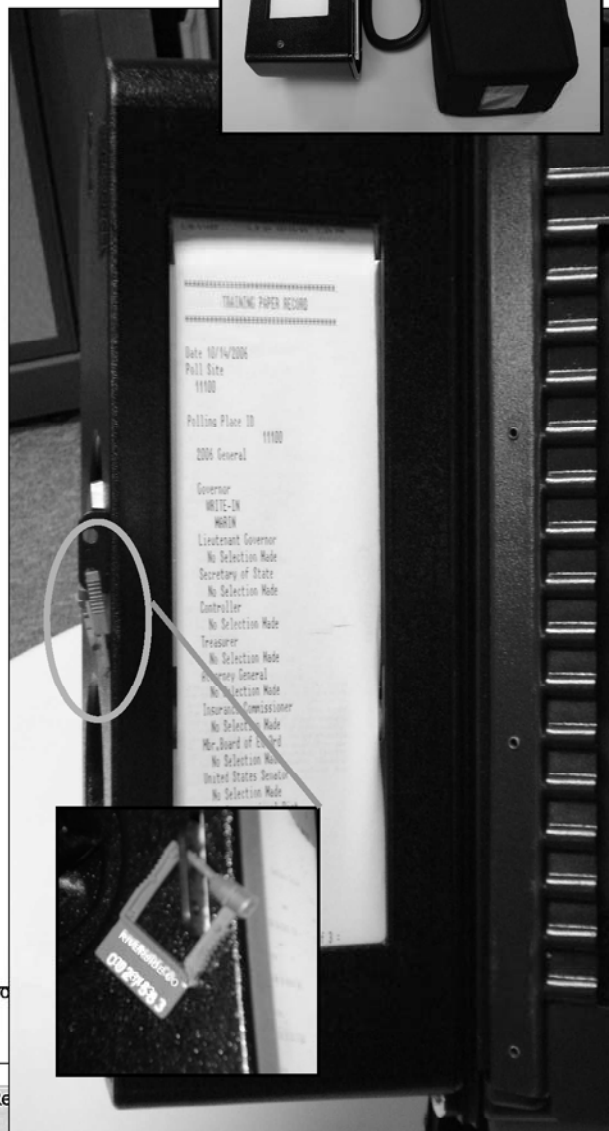
**ACCESSIBLE VOTING UNIT SEAL LOG**

Polls Open-Closed Yellow Seal  
(Election Eve and Election Morning Only)  
**0068845** (G)

Record VeriVote Seal #  
**0028483** (I)

Record VeriVote Replacement Seal #

**ACCESSIBLE VOTING UNIT**

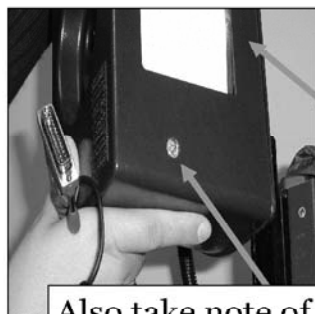


If a seal is broken or tampered with or if the numbers do not match on the log call the Registrar of Voters Office or Range Inspector *immediately* at:  
or (toll free).



1

Remove a VeriVote® printer from inside the ballot box and from its black carrying case.



Notice the viewing report area of the printer. This is the front of the printer.

Also take note of the round light on the printer, which will be illuminated once the unit is powered on.

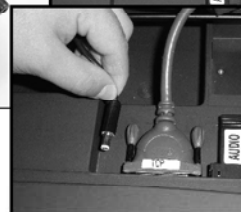
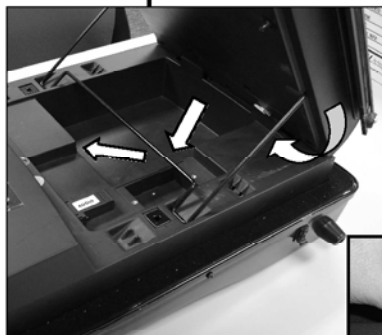
2

The VeriVote® printer has a silver rail on the right side, and the screen panel has a black rail on the left side. With the printer report viewing area facing you and the clear light indicator at bottom, slide the printer's silver rail into the unit's black rail until it stops.



3

Once the printer has been attached, go to the rear of the unit. Connect the printer cable marked with yellow tape and the word "TOP" facing up, to the connection marked with a yellow dot and screw it into place with the security screws. Connect the power cable marked with red tape to the power connection also marked with a red dot. Check that all connections are secure. Lift the brace and place the cord under it.



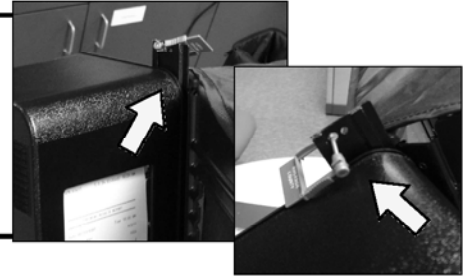
# Pre-Election

## Installing the VeriVote® Printer (Cont'd)

The procedure for this election is that the security seals on the Accessible Voting Unit (AVU) will need to be verified four times during the election process. Use the instruction in step 4 to properly **Record the VeriVote Rail Seal number** in box “J” on the Voting Equipment Security Log during Election Eve Set-Up .

### 4

Take an extra red seal from the plastic bag in the red transport bag and place it at the top of the rail to secure the printer. Log in the seal number on the Voting Equipment Security Log Section “J”.

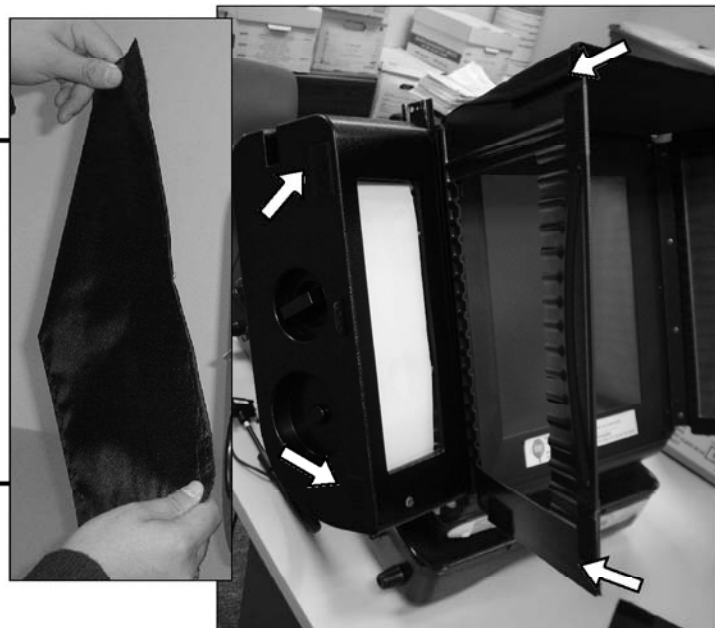


VOTING EQUIPMENT SECURITY LOG			
The Precinct Inspectors and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.			
May 19, 2009 Consolidated Statewide Special Election			
Precinct No: 36040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403			
AVU Case Bottom Left Screw Seal 433951	(A)	AVU Case Bottom Right Screw Seal 433279	(B)
AVU Display Back Cover Seal #1 K732954	(C)	AVU Display Back Cover Seal #2 K732956	(D)
Tamper-Evident Seal D18826	(E)	Reset Switch Seal K732915	(F)
Polls Open-Closed Yellow Seal (Breaker Box and Ballot Nailing Only) 0068845	(G)	Polls Open-Closed Rest Seal 0031196	(H)
Record VeriVote Seal # 0028423	(I)	Record VeriVote Rail Seal # 0025211	(J)
Record VeriVote Replacement Seal #		Record Replacement VeriVote Rail Seal #	

(G)	Polls Open-Closed Red Seal	(H)
	0031196	
(I)	Record VeriVote Rail Seal #	(J)
	0025211	
#	Record Replacement VeriVote Rail Seal #	

### 5

Open the security panels. The left privacy panel has a removable screen that must be attached to the printer and the outside of the privacy panel. Remember to attach the blue accessible sign to the touch screen.



If a seal is broken or tampered with or if the numbers do not match on the log call the Registrar of Voters Office or Range Inspector *immediately* at:  
or (toll free).

# Pre-Election

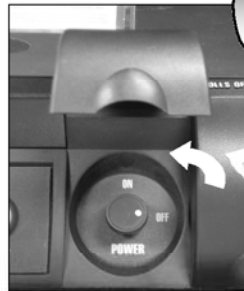
## Testing the Accessible Voting Unit Election Eve

During Election Eve setup the Inspector tests the Accessible Voting Unit ensuring it is in working order for Election Day.



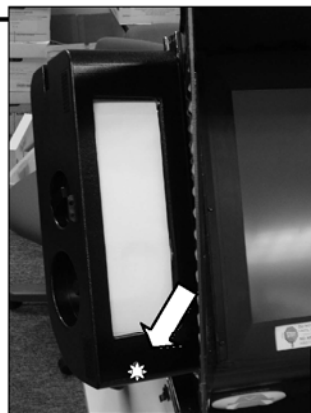
**1** For security reason the AVU will be set up next to the Voter Processing Table with the back in plain view of the Election Officers.

**2** Plug the unit into a power source and check that the unit has a green AC Power light illuminated. It is located on the rear panel next to the power receptacle area.



**3** Lift the POWER ON/OFF cover of the unit. Switch the power to the ON position and close the cover. **DO NOT OPEN the POLLS OPEN/CLOSED door until Election Morning.**

**4** After turning the power ON it will take a few moments for the unit to boot up. After booting, the green light on the printer should be solid and the screen will read "Ready to Open Official Election Polls To Begin Voting Move the Polls Switch to OPEN". Once the unit displays this screen the Inspector may now turn the power OFF and **leave the unit plugged in to charge overnight.**



Ready to Open Official Election Polls  
To Begin Voting Move The Polls  
Switch to OPEN

Prior to departing the polling place, call the Registrar of Voters Office to report completed set up at: or (toll free).

# Pre-Election

## Voting Equipment Security Log Instruction Sheet

The procedure for this election is that the security seals on the Accessible Voting Unit (AVU) will need to be verified four times during the election process. By now, you should have verified **Precinct Number, AVU Serial Number, and red Tamper Resistant Seal number from the yellow security strap.** Also you should have recorded the **VeriVote Seal number in box "I"** and **VeriVote Rail Seal number in box "J"**. If you have not yet verified these numbers, use the Voting Equipment Security Log Instruction Sheet to find these numbers. The sheet is found inside the red Transport Bag in the M-Z Roster and Index.

### VOTING EQUIPMENT SECURITY LOG INSTRUCTION SHEET

Use the illustrations below to identify the location for all seals that need to be verified and or recorded on the next page during the Election Eve Verification, Election Morning Verification, Election Day Verification and the Close of Polls Verification process. **Be sure to place all used or unused seals in the "SEALS BAG".**



May 19, 2009 Consolidated Statewide Special Election

If a seal is broken or tampered with or if the numbers do not match on the log call the Registrar of Voters Office or Range Inspector *immediately* at:  
or (toll free).

# Pre-Election

## Voting Equipment Security Log (Election Eve)

☒ Check the following items on the Voting Equipment Security Log on **Election Eve**

- ☐ Precinct No:  
☐ AVU Serial No:  
☐ AVU Yellow Strap Seal No:

### VOTING EQUIPMENT SECURITY LOG

The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.  
**May 19, 2009 Consolidated Statewide Special Election**

Precinct No: 36040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403

☒ Check the following items on the Voting Equipment Security Log on **Election Eve** Seals in boxes "A-G, I, and J". "H" will be verified **Election Morning** when the polls are opened electronically.

- ☐ AVU Case Bottom Left Screw Seal (A)  
☐ AVU Case Bottom Right Screw Seal (B)  
☐ AVU Display Back Cover Seal #1 (C)  
☐ AVU Display Back Cover Seal #2 (D)  
☐ Tamper-Evident Seal (E)  
☐ Reset Switch Seal (F)  
☐ Polls Open-Closed Yellow Seal (G)  
☐ Record VeriVote Seal # (I)\*  
☐ Record VeriVote Rail Seal # (J)\*

VOTING EQUIPMENT SECURITY LOG			
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page. <b>May 19, 2009 Consolidated Statewide Special Election</b>			
Precinct No: <u>36040</u> AVU Serial No: <u>41612</u> AVU Yellow Strap Seal No: <u>334403</u>			
AVU Case Bottom Left Screw Seal <b>433951</b>	(A)	AVU Case Bottom Right Screw Seal <b>433279</b>	(B)
AVU Display Back Cover Seal #1 <b>K732954</b>	(C)	AVU Display Back Cover Seal #2 <b>K732956</b>	(D)
Tamper-Evident Seal <b>D18826</b>	(E)	Reset Switch Seal <b>K732915</b>	(F)
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b>	(G)	Polls Open-Closed Red Seal <b>0031196</b>	(H)
Record VeriVote Seal # <u>0028483</u>	(I)	Record VeriVote Rail Seal # <u>0025211</u>	(J)
Record VeriVote Replacement Seal #		Record Replacement VeriVote Rail Seal #	

\* Should an Election Officer need to change the VeriVote printer or if the Range Inspector needs to change the paper, it will be necessary to record the VeriVote Seal Number and the VeriVote Rail Seal number on the log on the space provided.

☒ The Inspector and another Precinct Officer must complete the "Accessible Voting Unit Seal Log" section. Under Activity for **Election Eve**, record the Time and if the Seals are Intact at the time of verification. Both Election Officers must sign and place their initials in the appropriate block.

ACCESSIBLE VOTING UNIT SEAL LOG						
Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification	7:00pm	yes	Kathy Seaton	KMS	[Signature]	MA

If a seal is broken or tampered with or if the numbers do not match on the log call the Registrar of Voters Office or Range Inspector *immediately* at:  
 or (toll free).

PRE-ELECTION

# Pre-Election

## INSPECTOR'S ELECTION CHECKLIST (Election Eve)

Upon verification and Completion of the appropriate sections on the "Voting Equipment Security Log", be sure to turn to the "INSPECTOR'S ELECTION CHECKLIST" and place a check mark on the appropriate item to indicate it has been completed. The new procedure for this election is that the security seals on the Accessible Voting Unit (AVU) will need to be verified four times during the election process including **Election Eve**. **The Precinct Inspector will receive an additional \$10.00 stipend for making sure that all seals are verified and the log is properly completed throughout the election process.**

PRE-ELECTION

VOTING EQUIPMENT SECURITY LOG					
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page. May 19, 2009 Consolidated Statewide Special Election					
Precinct No: <u>36040</u> AVU Serial No: <u>41612</u> AVU Yellow Strap Seal No: <u>334403</u>					
AVU Case Bottom Left Screw Seal <b>433951</b>	<b>A</b>	AVU Case Bottom Right Screw Seal <b>433279</b>	<b>B</b>		
AVU Display Back Cover Seal #1 <b>K732954</b>	<b>C</b>	AVU Display Back Cover Seal #2 <b>K732956</b>	<b>D</b>		
Tamper-Evident Seal <b>D18826</b>	<b>E</b>	Reset Switch Seal <b>K732915</b>	<b>F</b>		
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b>	<b>G</b>	Polls Open-Closed Red Seal <b>0031196</b>	<b>H</b>		
Record Verivote Seal # <u>0028483</u>	<b>I</b>	Record VeriVote Rail Seal # <u>0025211</u>	<b>J</b>		
Record Verivote Replacement Seal #		Record Replacement VeriVote Rail Seal #			

ACCESSIBLE VOTING UNIT SEAL LOG						
Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification	7:00pm	yes	Kathy Delton	KWS	MA	MA

Inspector, remember to update the INSPECTOR'S ELECTION CHECKLIST for **ELECTION EVE**.

INSPECTOR'S ELECTION CHECKLIST <input checked="" type="checkbox"/>	
Inspector, be sure to follow the checklist below to ensure that all the items listed have been completed. In order to receive your additional \$15.00 stipend, you must <b>CHECK</b> each item and sign and print your name on the lines provided below. Your check mark on this document is your certification that these documents have been completed and signed.	For office use only Auditor, were the following items completed by the precinct Inspector?:
<input checked="" type="checkbox"/> <b>ELECTION EVE</b>	<b>ELECTION EVE:</b>
<input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)	VESL..... <input type="checkbox"/>
<input checked="" type="checkbox"/> <b>ELECTION MORNING</b>	<b>ELECTION MORNING:</b>
<input type="checkbox"/> DECLARATION OF ELECTIONS OFFICERS (OATH) (M-Z ROSTER)	DOFEO (OATH)..... <input type="checkbox"/>
<input type="checkbox"/> ELECTION OFFICERS PAYROLL (M-Z ROSTER)	EOP..... <input type="checkbox"/>
<input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)	VESL..... <input type="checkbox"/>
<input checked="" type="checkbox"/> <b>ELECTION DAY</b>	<b>ELECTION DAY:</b>
<input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER) RANGE INSPECTOR AND INSPECTOR MUST CHECK REQUIRED SEALS.	VESL..... <input type="checkbox"/>
<input checked="" type="checkbox"/> <b>CLOSE OF POLLS</b>	<b>CLOSE OF POLLS:</b>
<input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)	VESL..... <input type="checkbox"/>
<input type="checkbox"/> BALLOT STATEMENT (M-Z ROSTER)	BS..... <input type="checkbox"/>
<input type="checkbox"/> CERTIFICATE OF COMPLETION (M-Z ROSTER)	COFC..... <input type="checkbox"/>
<input type="checkbox"/> TAMPER PROOF SEAL ISSUED-VOTED BALLOT CONTAINER (SEALS BAG)	TPSIVBC..... <input type="checkbox"/>
<input type="checkbox"/> TAMPER PROOF SEAL UNUSED-BALLOT CONTAINER (SEALS BAG)	TPSUBC..... <input type="checkbox"/>
<input type="checkbox"/> PRECINCT POSTING (SEALS BAG)	PP..... <input type="checkbox"/>
INSPECTOR'S PRINTED NAME: _____ INSPECTOR'S SIGNATURE: _____	
May 19, 2009 Consolidated Statewide Special Election	

If a seal is broken or tampered with or if the numbers do not match on the log call the Registrar of Voters Office or Range Inspector *immediately* at:  
or (toll free).

# What do I do if...?

## Pre-Election

### PRE-ELECTION

<b>Question</b>	<b>... I am unable to reach the contact person at my assigned Polling Place?</b>
<b>Answer</b>	Continue trying at different times of the day, leave messages, or go to the site. If, after several attempts you still do not receive a response contact the Elections Officers and Polls Division for assistance.

<b>Question</b>	<b>... the facility is not suitable to use as a polling place due to construction, damage to the building, or other problems?</b>
<b>Answer</b>	Tour the building and document the conditions so that you can report to the Registrar of Voters' Office your concerns and receive instructions.

<b>Question</b>	<b>... there is no phone available at the Polling Place (or phone is unavailable after hours)?</b>
<b>Answer</b>	If phone use is limited or unavailable at the Polling Place the Registrar of Voters will pay <b>one designated</b> Election Officer a \$5.00 stipend for the use of a personal cell phone during Election Day. Contact the Election Officers and Polls Division at _____ or _____ (toll free) <b>before Election Day</b> to arrange for this stipend. Provide the name of the cell phone owner and the cell phone number on the payroll sheet.

<b>Question</b>	<b>... the location agreed upon by the facility contact was changed at the last minute?</b>
<b>Answer</b>	Ask the facility contact person to provide another available location, determine if it is suitable for use as a polling place, and notify the Election Officers and Polls Division of the change. Additional signs can be posted to direct voters to the new location.

<b>Question</b>	<b>... the voting unit and booths are not at the facility on Election Eve?</b>
<b>Answer</b>	Call the site contact person to ask where the units are stored. Call the Registrar of Voters Office immediately if you can not reach the contact person or still unable to find the voting equipment.

Election Officers and Polls Division  
Technical Support

or

(toll free)  
**(Toll Free)**



# Election Day

## Duties, Dress, & Demeanor

**Before** opening the polls or processing any voters on Election Day, all precinct board members **must sign the “Declaration of Election Officers (Oath)” and the Payroll sheet.** The Range Inspector will collect only the signed payroll sheets and return them to the Registrar of Voters Office.

### Dress and Demeanor

- ✦ Groom and dress in a professional manner
- ✦ Hair should be clean and combed in a professional manner
- ✦ Clothing should be clean, tasteful, and in good repair (no missing buttons, tears etc)
- ✦ Oversized pants, midriff-baring tops and T-shirts are inappropriate
- ✦ Political dialogue, literature, buttons, tee shirts are prohibited
- ✦ Observations about voting activities of individuals or groups should not be discussed
- ✦ Maintain the nature of a “Neighborhood” polling place, a place for impromptu reunions and opportunities for friendly conversation
- ✦ Voters come first, put personal conversations off until another time
- ✦ Provide all voters with equal and prompt attention
- ✦ When reminding a fellow precinct worker of a regulation, procedure, and/or policy be polite, tactful, and non-confronting
- ✦ If a difference of opinion occurs between Precinct Officers concerning regulations or procedures call the Registrar of Voters’ Office for clarification of policy
- ✦ Be upbeat, cooperative, and respectful of fellow precinct workers as you are a team performing an important civic function.

### Dress appropriately for the weather.

- ✦ Dress for the weather. Depending on geographical location and facility, dress according to the day’s weather conditions. Layer your clothing so that you can remove and add as conditions change throughout the day.
- ✦ Chairs provided by the Registrar of Voters are folding metal chairs, therefore a seat pad is suggested.
- ✦ For those in Fire Stations or other facilities requiring heat you may bring **SMALL** space heaters.





# Election Day

## Environment & Atmosphere

The voter processing table is for confirming voter eligibility, obtaining voter signatures, issuing Voter Activation Cards, issuing paper ballots and providing voter assistance. Therefore, items on this table are to be limited to those items issued by the Registrar of Voters Office.



**Do not place any other items on this table without authorization from the Registrar's Office.**



**Cell phone use is not permitted in the voting area. This includes Election Officers, EXCEPT when calling the Registrar of Voters' Office, or the Range Inspector.**

Eating and drinking is to be done outside the presence of voters.

**NEVER PLACE FOOD OR DRINK ON THE VOTER PROCESSING TABLE!**

Keep audio and/or video broadcast, i.e. radios, CD players, etc., at background volume. **Viewing talk shows and political commentary programs as well as news broadcasts of Election Day activities is prohibited.**

Political materials can not be posted nor distributed inside the Polling Place or within 100' feet of the Polling Place entrance.



It is a violation of law to permit individuals, other than Election Officers, to sit or loiter at the voter processing table. This includes infants and small children. **Election Officers may not be engaged in child care while serving on a precinct board. (E.C. 14223)**

A visual inspection of the exterior of the polling place should be made every couple of hours to ensure that signs have not been removed, knocked over etc. Also check that nothing is obstructing the path from the parking lot to the Polling Place entrance. After dark, be sure to check that exterior lights are on.



**Smoking is prohibited in the Polling Place.** Consumption of any tobacco product is not permitted on the property where the Polling Place is located. *This applies to Voters, Election Officers, Poll Watchers, and Observers.*

**ELECTION DAY (MORNING)**

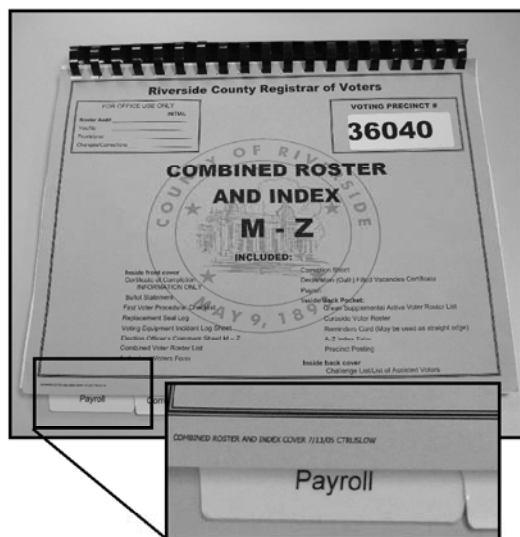
# Election Day

## Election Morning Declaration of Election Officers(Oath)

Before performing any election duties all board members must take and sign the Declaration of Election Officers Oath and sign the Payroll sheet located in the back of the "Combined Roster and Index M-Z" under the Oath/Vacancy Payroll Tab. After the documents are signed, **the inspector will divide the board into Team 1 and Team 2.** The Inspector will assign tasks to each team as deemed necessary. (E.C.14210)

*Do not remove from the  
Combined Roster and Index*

Upon arrival and before any duties are performed, the Inspector and board members will sign the Declaration of Election Officers Oath. (E.C. 12320, 12321)



Before opening the Polls, the Inspector and Precinct Officers must sign the following declarations:

### DECLARATION OF ELECTION OFFICERS E.C. 12321

State of California } ss.  
County of Riverside }

I, \_\_\_\_\_, do hereby solemnly declare that I will support the Constitution of the United States and the Constitution of the State of California, and that I will faithfully discharge the duties of the office shown after my signature on the Election Precinct Board for the \_\_\_\_\_ Precinct, to the best of my ability, for the election to be held on \_\_\_\_\_.

Signed on this \_\_\_\_\_ day of \_\_\_\_\_, in the presence of:

_____ (SIGNATURE)	INSPECTOR	_____ (SIGNATURE OF WITNESS)
_____ (SIGNATURE)	PRECINCT OFFICER	_____ (SIGNATURE OF WITNESS)
_____ (SIGNATURE)	PRECINCT OFFICER	_____ (SIGNATURE OF WITNESS)
_____ (SIGNATURE)	PRECINCT OFFICER	_____ (SIGNATURE OF WITNESS)
_____ (SIGNATURE)	PRECINCT OFFICER	_____ (SIGNATURE OF WITNESS)

Inspector must witness the signature of all Election Officers, including those appointed to fill vacancies, before entering upon their duties. If Inspector is not present such declarations shall be witnessed by any Precinct Officer. If any Election Officer does not appear at the opening of the polls, or is not qualified to act, those voters present, including members of the board, shall appoint a voter to fill the vacancy. The Inspector shall appoint a Precinct Officer to replace any Precinct Officer who refuses to act or becomes incapacitated during the progress of an election. If the Inspector ceases to act, a majority of the remaining members of the precinct board may appoint a substitute.

### FILLED VACANCIES CERTIFICATE

We hereby certify \_\_\_\_\_ was/were appointed by the Registrar of Voters as Election Officer(s) for said precinct but did not serve as such and that \_\_\_\_\_ was/were duly appointed as substitute(s) by the qualified electors present at the time for opening the polls.

And, further that during the progress of the election \_\_\_\_\_ ceased to act or became incapacitated from acting and \_\_\_\_\_ was/were appointed as substitute(s).

ATTESTED: \_\_\_\_\_  
INSPECTOR  
\_\_\_\_\_  
PRECINCT OFFICER  
\_\_\_\_\_  
PRECINCT OFFICER

DATE: POLE (SEEDED) \_\_\_\_\_

The Registrar of Voters Office works diligently to place Election Officers in all polling places, yet due to unforeseen circumstances Precinct Officers may not show up on Election Day. Inspectors or Election Officers may ask and appoint a **registered voter** to work on the Precinct board for the day. Use the form on the bottom of the Declaration of Election Officers (Oath) to appoint a replacement. (E.C. 12314)

# Election Day

## Election Morning Payroll Sheet

**Remember:** All board members must sign the Declaration (Oath) and Payroll sheets located in the "Combined Roster and Index M-Z." Your Range Inspector will collect the Payroll during the first visit unless board members are added to the board. (E.C. 12310)

To help find "lost" voters' precincts, the Registrar of Voters will provide a Polling Place Look Up CD to use with a laptop computer. We will issue a \$15.00 stipend for the use of an Election Officer's laptop that can play a CD or that is wireless Internet ready or cell phone with internet capability. During Election Day, the laptop or cell phone will only be used for finding a voter's polling place. The Range Inspector must complete the laptop computer/cell phone usage box on the payroll sheet to receive the \$15.00 stipend. **Note: To receive the \$15 stipend, the Range Inspector will test to confirm that the device can receive and access the Registrar of Voters' website or play the supplied CD and sign the payroll sheet.**

The Registrar of Voters pays \$5.00 for the use of an Election Officer's cell phone. The cell phone owner fills in the cell phone usage box on the payroll sheet to receive the \$5.00 stipend. **Note: If the box is not completed no stipend will be issued.**

ELECTION DAY (MORNING)

Riverside County Registrar of Voters  
2724 Gateway Drive • Riverside, Ca. 92507 • www.voteinfo.net  
Elections Officers and Polls Division • 951-486-7341 • 1-877-663-6906 (toll free) • 951-486-7320 (fax)

### Election Officers Payroll Consolidated Primary Election November 4, 2008

Voting Precinct 003604

If one or more of the Election Officers listed below does not work on Election Day, please line through the name, and have the replacement worker print name and address to the right and then sign below. By completing and signing this Payroll form you are confirming that you worked the entire Election Day (excluding breaks) unless indicated otherwise, and that you have signed the Declaration/Oath located in the Combined Roster and Index.

**Note:** You must be a registered voter in order to work as an Election Officer. If you are not registered to vote at your current address (Student Pollworkers excepted), complete a voter registration form and place it into the pocket at the back of the Combined Roster and Index before beginning any official duties.

<p><b>Range Inspector</b></p> <p><u>Randy Rene</u> (Range Inspector)</p> <p>Have confirmed that <input checked="" type="checkbox"/> Laptop <input type="checkbox"/> PC <input type="checkbox"/> Internet Ready</p> <p>Cellphone was used for voter polling place look up <u>ONLY</u>.</p> <p>Credit _____ to the following board member:</p> <p>Name: <u>Antonio Cervantes</u></p> <p>Address: <u>1139 Huckleberry Ln</u></p> <p>City: <u>San Jacinto, CA 92582</u></p> <p>Signature: <u>[Signature]</u></p>	<p>The cell phone # <u>(951) 549-8095</u> was used for official election communication. Please credit \$5.00 to the following precinct board member(s):</p> <p>*If no name and phone number is on this line, no one will be paid. *We do not pay for cell phone use at a residence.</p> <p>Name: <u>Linda Neer</u></p> <p>Address: <u>1139 Huckleberry Ln</u></p> <p>City: <u>San Jacinto, CA 92582</u></p> <p>Signature: <u>[Signature]</u></p>
<p>Linda Neer 655 N Main St Spc 66 San Jacinto, CA 92583 Inspector</p> <p>Signature: <u>[Signature]</u></p> <p>Yvette Trigueros 1139 Huckleberry Ln San Jacinto, CA 92582 Pct Officer</p> <p>Signature: <u>[Signature]</u></p> <p>Kathleen Pearl Prokop 344 N State St Spc 208 San Jacinto, CA 92583 Pct Officer</p> <p>Signature: <u>[Signature]</u></p> <p>Antonio Cervantes 1142 Enchanted Trl San Jacinto, CA 92582 Student</p> <p>Signature: <u>[Signature]</u></p>	<p>Griselda Trigueros 1139 Huckleberry Ln San Jacinto, CA 92582 Student</p> <p>Signature: <u>[Signature]</u></p> <p>Signature: _____</p> <p>Signature: _____</p> <p>Signature: _____</p> <p>Signature: _____</p>

If an Election Officer's information is listed incorrectly simply cross out the outdated information and write in the corrections in the same block.

Use the blank signature blocks to enter Precinct board member's information if the member is not listed on the Payroll sheet.

**Expect payment within 4-6 weeks**

County Employee Pollworkers please note- your department may request to see your Registrar of Voters issued Stipend stub for Election Day service.

*The Range Inspector collects during the first visit.*

# Election Day

## Voting Equipment Security Log (Election Morning)

ELECTION DAY (MORNING)

☒ Check the following items on the Voting Equipment Security Log on **Election Morning**.

- ☐ Precinct No:  
☐ AVU Serial No:

### VOTING EQUIPMENT SECURITY LOG

The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.

May 19, 2009 Consolidated Statewide Special Election

Precinct No: 36040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403

☒ Check the following items on the Voting Equipment Security Log on **Election Morning** Seals in boxes "A-J".

- ☐ AVU Case Bottom Left Screw Seal (A)  
☐ AVU Case Bottom Right Screw Seal (B)  
☐ AVU Display Back Cover Seal #1 (C)  
☐ AVU Display Back Cover Seal #2 (D)  
☐ Tamper-Evident Seal (E)  
☐ Reset Switch Seal (F)  
☐ Polls Open-Closed Yellow Seal (G)  
☐ Polls Open-Closed Red Seal (H)  
☐ Record VeriVote Seal # (I)\*  
☐ Record VeriVote Rail Seal # (J)\*

VOTING EQUIPMENT SECURITY LOG	
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page. May 19, 2009 Consolidated Statewide Special Election	
Precinct No: <u>36040</u> AVU Serial No: <u>41612</u> AVU Yellow Strap Seal No: <u>334403</u>	
AVU Case Bottom Left Screw Seal <b>433951</b> (A)	AVU Case Bottom Right Screw Seal <b>433279</b> (B)
AVU Display Back Cover Seal #1 <b>K732954</b> (C)	AVU Display Back Cover Seal #2 <b>K732956</b> (D)
Tamper-Evident Seal <b>D18826</b> (E)	Reset Switch Seal <b>K732915</b> (F)
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b> (G)	Polls Open-Closed Red Seal <b>0031196</b> (H)
Record VeriVote Seal # <u>0028483</u> (I)	Record VeriVote Rail Seal # <u>0025211</u> (J)
Record VeriVote Replacement Seal #	Record Replacement VeriVote Rail Seal #

\* Should an Election Officer need to change the VeriVote printer or if the Range Inspector needs to change the paper, it will be necessary to record the VeriVote Seal Number and the VeriVote Rail Seal number on the log on the space provided.

☒ The Inspector and another Precinct Officer must complete the "Accessible Voting Unit Seal Log" section. Under Activity for **Election Morning**, record the Time and if the Seals are Intact at the time of verification. Both Election Officers must sign and place their initials in the appropriate block.

ACCESSIBLE VOTING UNIT SEAL LOG						
Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification	7:00pm	yes	Kathy Seylor	KMS	[Signature]	MA
Election Morning Verification	6:30 Am	yes	Kathy Seylor	KMS	[Signature]	MA

If a seal is broken or tampered with or if the numbers do not match on the log call the Registrar of Voters Office or Range Inspector *immediately* at:  
or (toll free).

# Election Day

## INSPECTOR'S ELECTION CHECKLIST (Election Morning)

Upon verification and Completion of the appropriate sections on the "Voting Equipment Security Log", be sure to turn to the "INSPECTOR'S ELECTION CHECKLIST" and place a check mark on the appropriate item to indicate it has been completed. The procedure for this election is that the security seals on the Accessible Voting Unit (AVU) will need to be verified four times during the election process including **Election Morning**. The documents that should have been completed and signed by the Inspector also include the Declaration of Election Officers (Oath), and the Election Officer Payroll sheet. **The Precinct Inspector will receive an additional \$10.00 stipend for making sure that all seals are verified and the log is properly completed throughout the election process.**

ELECTION DAY (MORNING)

Before opening the Polls, the Inspector and Precinct Officers must sign the following declarations:

**DECLARATION OF ELECTION OFFICERS**  
S.C. 12321

I, Kathy Day, do hereby solemnly declare that I will support the Constitution of the United States and the Constitution of the State of California, and that I will faithfully discharge the duties of the office shown after my signature on the Election Precinct Board for the 36040 Precinct, to the best of my ability, for the election to be held on May 19th 2009.

Signed on this 19th day of May, 2009, in the presence of:  
Kathy Day Inspector  
Nathan Precinct Officer  
Nathan Precinct Officer

Inspector, remember to update the INSPECTOR'S ELECTION CHECKLIST for **ELECTION MORNING**.

Riverside County Registrar of Voters  
2724 Gateway Drive • Riverside, Ca 92501 • (951) 486-7320 (toll free) • (951) 486-7320 (fax)

**Election Officers Payroll**  
Consolidated Primary Election  
November 4, 2008 Voting Precinct 0036040

If one or more of the Election Officers listed below does not work on Election Day, please line through the name, and have the replacement worker print name and address to the right and then sign below. By completing and signing this report form you are certifying that you worked the entire Election Day (excluding breaks) unless indicated otherwise, and that you have signed the Declaration/Oath located in the Combined Roster and Index.

**Notes:** You must be a registered voter in order to work as an Election Officer. If you are not registered to vote at your current address (Student Pollworkers excepted), complete a voter registration form and place it into the pocket at the back of the Combined Roster and Index.

We hereby certify:  
 Appointed by the \_\_\_\_\_  
 appointed as sub \_\_\_\_\_  
 And, further that \_\_\_\_\_  
 ceased to act or be \_\_\_\_\_  
 was/were appointed \_\_\_\_\_

**ATTESTED:** \_\_\_\_\_

County \_\_\_\_\_

**INSPECTOR'S ELECTION CHECKLIST** ☒

Be sure to follow the checklist below to ensure that all the items listed have been completed. In receive your additional \$15.00 stipend, you must **CHECK** each item and sign and print your the lines provided below. Your check mark on this document is your certification that these have been completed and signed.

ELECTION EVE		For office use only Auditor, were the following items completed by the precinct Inspector?	
<input checked="" type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)	<input checked="" type="checkbox"/> ELECTION MORNING	ELECTION EVE:	
<input checked="" type="checkbox"/> DECLARATION OF ELECTIONS OFFICERS (OATH) (M-Z ROSTER)	<input checked="" type="checkbox"/> ELECTION OFFICERS PAYROLL (M-Z ROSTER)	ELECTION MORNING:	
<input checked="" type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)	<input checked="" type="checkbox"/> ELECTION DAY	DOFEO (OATH).....	<input type="checkbox"/>
<input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER) RANGE INSPECTOR AND INSPECTOR MUST CHECK REQUIRED SEALS.	<input type="checkbox"/> CLOSE OF POLLS	EOP.....	<input type="checkbox"/>
<input checked="" type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)	<input type="checkbox"/> BALLOT STATEMENT (M-Z ROSTER)	VESL.....	<input type="checkbox"/>
<input type="checkbox"/> CERTIFICATE OF COMPLETION (M-Z ROSTER)	<input type="checkbox"/> TAMPER PROOF SEAL ISSUED-VOTED BALLOT CONTAINER (SEALS BAG)	ELECTION DAY:	
<input type="checkbox"/> TAMPER PROOF SEAL UNUSUED-BALLOT CONTAINER (SEALS BAG)	<input type="checkbox"/> PRECINCT POSTING (SEALS BAG)	VESL.....	<input type="checkbox"/>
		CLOSE OF POLLS:	
		VESL.....	<input type="checkbox"/>
		BS.....	<input type="checkbox"/>
		COFC.....	<input type="checkbox"/>
		TPSIVBC.....	<input type="checkbox"/>
		TPSUBC.....	<input type="checkbox"/>
		PP.....	<input type="checkbox"/>

INSPECTOR'S PRINTED NAME: \_\_\_\_\_ INSPECTOR'S SIGNATURE: \_\_\_\_\_  
 May 19, 2009 Consolidated Statewide Special Election

**VOTING EQUIPMENT SECURITY LOG**

The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.

**May 19, 2009 Consolidated Statewide Special Election**

Precinct No: 36040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403

AVU Case Bottom Left Screw Seal <b>433951</b> <b>A</b>	AVU Case Bottom Right Screw Seal <b>433279</b> <b>B</b>
AVU Display Back Cover Seal #1 <b>K732954</b> <b>C</b>	AVU Display Back Cover Seal #2 <b>K732956</b> <b>D</b>
Tamper-Evident Seal <b>D18826</b> <b>E</b>	Reset Switch Seal <b>K732915</b> <b>F</b>
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b> <b>G</b>	Polls Open-Closed Red Seal <b>0031196</b> <b>H</b>
Record VeriVote Seal # <u>0028483</u> <b>I</b>	Record VeriVote Rail Seal # <u>0025211</u> <b>J</b>
Record VeriVote Replacement Seal #	Record Replacement VeriVote Rail Seal #

**ACCESSIBLE VOTING UNIT SEAL LOG**

Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification	7:00pm	YES	Kathy Day	KWS	MA	MA
Election Morning Verification	6:30am	YES	Kathy Day	KWS	MA	MA

If a seal is broken or tampered with or if the numbers do not match on the log call the Registrar of Voters Office or Range Inspector *immediately* at:  
 or (toll free).

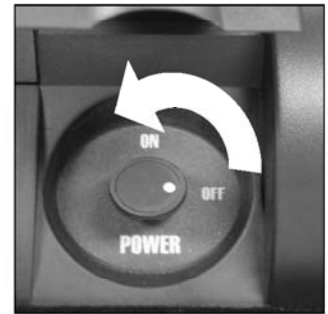
# Election Day

## Opening the Polls Election Morning (Team 1)

The Inspector with a selected board member will begin the opening process on the Accessible Voting Unit (AVU) prior to 7am. The following steps must be followed as part of the opening procedures.

### Accessible Voting Unit Opening procedures (Team 1)

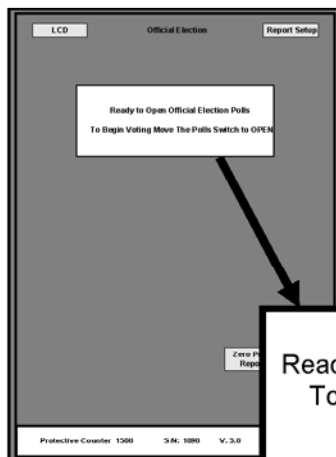
- 1 Lift the **POWER ON/OFF** cover in the back of the unit and turn the switch to **ON**.



- 2 Check that the green AC ON light is illuminated.



- 3 Check that the touch screen reads "Ready to Open Official Election Polls . . ."



Ready to Open Official Election Polls  
To Begin Voting Move The Polls  
Switch to OPEN

Report any technical difficulties to Technical Support at:  
Report any non-technical issues to the Elections Officers and Polls Division at:  
or (toll free)

# Election Day

## Opening the Polls (Cont'd) Election Morning (Team 1)

4

The Inspector will verify the “Polls Open-Closed Yellow Seal” on the Voting Equipment Security Log in box **G**. If the number matches, the Inspector will remove the yellow warning tape, break the yellow seal, and raise the **POLLS OPEN/CLOSED** cover and place the broken seals into the “Seals Bag”.

Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only)			
0068845		<b>G</b>	
Record Verivote Seal #			
0028483		<b>I</b>	
Record Verivote Replacement Seal #			
<b>ACCESSIBLE VOTING</b>			
Activity	Time	Seals Intact?	Verifier Name
Election Eve Verification	7:00 pm	Yes	Kathy Seylor
Election Morning Verification	6:30 Am	Yes	Kathy Seylor



5

Remove the replacement red plastic seal from inside the compartment and verify the seal by comparing the number in box **H** in the log for the “Polls Open-Closed Red Seal”. Turn the **POLLS OPEN/CLOSED** switch to **OPEN**.

Polls Open-Closed Red Seal			
0031196		<b>H</b>	
Record VeriVote Rail Seal #			
0025211		<b>J</b>	
Record Replacement VeriVote Rail Seal #			
<b>VOTING UNIT SEAL LOG</b>			
Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
KMS	KMS	MA	MA
KMS	KMS	MA	MA



ELECTION DAY (MORNING)

Report any technical difficulties to Technical Support at:  
Report any problems to the Elections Officers and Polls Division at:  
**or** (toll free)



# ELECTION DAY (MORNING)

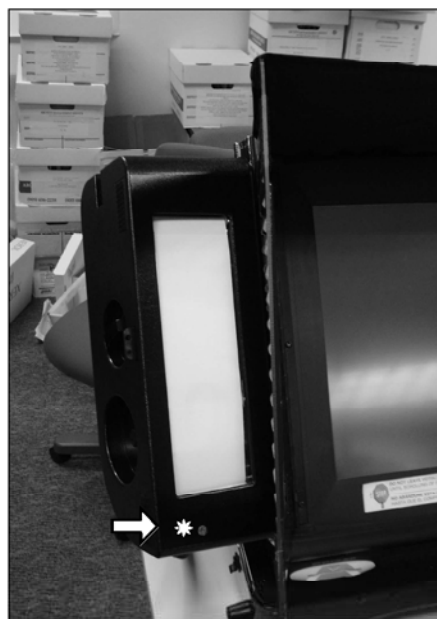
## 6

7

**Print “OFFICIAL ZERO PROOF REPORT”:**

Locate at the bottom center of the touchscreen and press “Print Report”. **Be sure to press “Print Report” on the touchscreen so that a paper copy of the “OFFICIAL ZERO PROOF REPORT” prints on the VeriVote® printer. Once the printer completes printing the report press “Done” to see the next screen.**

***** OFFICIAL ZERO PROOF REPORT *****		Election Officers Please Complete Before Processing the First Voter	
Date 07/04/1776	Time 8:50 AM	We the undersigned Election Officers do hereby certify that on the _____ day of _____, 20____, the Public Canvassing and Question Counters were Found to be zero and the Protective Counter read 2073 before the Polls were Opened.	
Serial Number	41793	Signed: _____	
Protective Counter	2070	_____	
Provisional Counter	0	_____	
Public Counter	0	_____	
null sira 11104		_____	
Polling Place ID	11104	_____	
Ballot Version	0	_____	
Report source	internal memory	_____	
COMSULTANT GENERAL ELECTION RIVERSIDE COUNTY JULY 4, 1776		NN41793 6:34 07041776 8:50 AM	
Candidate Totals			
Candidate	Total		
xxx	xxx		
State Senator 37th District (1)			
FLORENCE ROCHTINGALE	0		
JACKSON CARBONE	0		
FRANCIS SCOTT RLY	0		
WRIE-IN	0		
undervotes	0		
Board of Education (1)			
BOSSIDE L. WASHINGTON	0		
ALBERT FENSTEN	0		
WRIE-IN	0		
undervotes	0		
Measure A-public beautification (1)			
YES	0		
NO	0		
undervotes	0		
Measure B-land Acquisition (1)			
YES	0		
NO	0		
undervotes	0		



**Press "Print Report" to print the "OFFICIAL ZERO PROOF REPORT".**

**Press “Done”  
to view the  
next screen.**

## Print Report

**Done**

Question	Count
Muscare A Public Satisfaction (1)	
YES	0
NO	0
Undervotes	0
Muscare B-Land Acquisition (1)	
YES	0
NO	0
Undervotes	0

Back Print Report Done Page 1 of 1 Next

**or**

**(toll free)**



# Election Day

## Opening the Polls (Cont'd) Election Morning (Team 1)

ELECTION DAY (MORNING)

8

Check that the touch screen reads “To begin Voting Insert Voter Card Into Slot Below.” The unit is now ready for any eligible voter of the day to vote should they prefer to use the Accessible Voting Unit.



9

If a replacement VeriVote printer is needed the procedures require that the Inspector or Range Inspector record on the Voting Equipment Security Log the VeriVote Replacement Seal # and the Replacement VeriVote Rail Seal number. Use the second line in box “I” and box “J” to record these numbers.

J



Record VeriVote Seal # <u>0028483</u>	Record VeriVote Rail Seal # <u>0025211</u>
Record VeriVote Replacement Seal # <u>0045611</u>	Record Replacement VeriVote Rail Seal # <u>0045805</u>

### ACCESSIBLE VOTING UNIT SEAL LOG

Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification	7:00pm	yes	Kathy Seylor	KMS	[Signature]	MA
Election Morning Verification	6:30am	yes	Kathy Seylor	KMS	[Signature]	MA

Report any problems to the Elections Officers and Polls Division at:  
**or** (toll free)

# Election Day

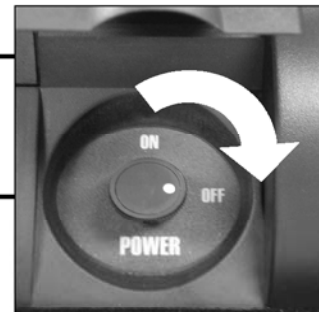
## Exchanging VeriVote® Printers

Due to mechanical failure or the paper running out of the printer, you may be required to exchange printers. During training the approximate number of ballots the printer will hold will be provided. Call your Range Inspector when the printer is close to the expected allowable amount of votes per roll to arrange to have the paper changed. **Inspectors are authorized ONLY to exchange printers but are not allowed to change the paper.** Use the following steps for Exchanging a VeriVote® printer:

### 1

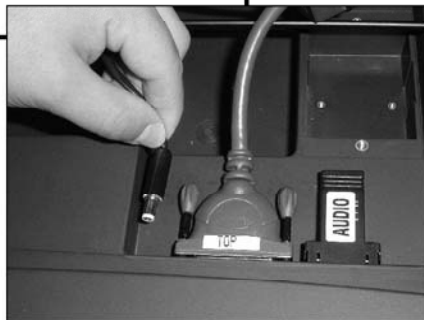
Before exchanging a printer turn the Accessible Voting Unit's power to the **OFF** position.

**Note: DO NOT close the polls.**



### 2

Detach the cables.



### 3

Remove the left privacy curtain and set aside.

**Close** the Accessible Voting Unit's privacy panels.



### 4

Break the red seal at the top of the rail and slide the printer off.



# Election Day

## Exchanging VeriVote® Printer (Cont'd)

ELECTION DAY (MORNING)

5

Place the printer into its carrying bag and remove the replacement printer from its carrying bag.



6

Attach the VeriVote® printer to the voting unit by following **steps 1 –5 on page 35-36**. New procedures require that the Inspector or Range Inspector record on the Voting Equipment Security Log the VeriVote Replacement Seal # and the Replacement VeriVote Rail Seal number. Use the second line in box “I” and box “J” to record these numbers.

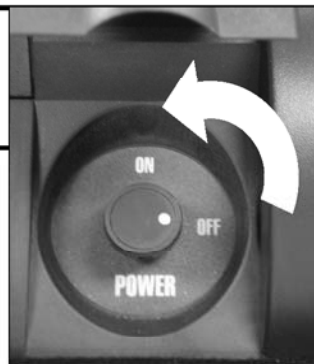
Record VeriVote Seal # 0028483	Record VeriVote Rail Seal # 0025211
Record VeriVote Replacement Seal # 0045611	Record Replacement VeriVote Rail Seal # 0045805

ACCESSIBLE VOTING UNIT SEAL				
Activity	Time	Seals Intact?	Verifier Name	Ver In
Election Eve Verification	7:00pm	YES	Kathy Deulox	Km
Election Morning Verification	6:30 Am	YES	Kathy Deulox	Km



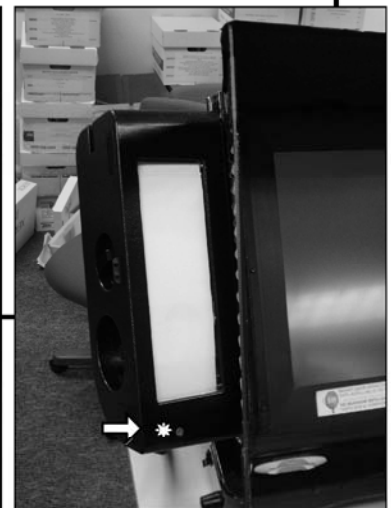
7

Turn the power to the **ON** position.



8

Check that the touch screen reads “To begin Voting...” and the green light on the VeriVote® printer is on and not blinking. If the light is blinking turn off the power, check your cord connections, turn the power back on. If the light is still blinking call technical support or your Range Inspector **immediately** informing them that your secondary printer is malfunctioning.



# ELECTION DAY (MORNING)

## 54

# Election Day

## Polling Place Posters

**POST ALL POSTERS** provided by the Registrar of Voters' office.  
Posters are found in the Resource Materials bag.



### “No Cell Phone” Poster

To minimize distractions and noise level, the No Cell Phone...poster advises voters to refrain from using their cell phones while in the voting area.

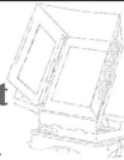
### “Tampering With Voting Equipment” Poster

The law requires that this poster (English and Spanish) be posted in a conspicuous area, preferably near the Accessible Voting Unit (AVU). It informs the public that it is a felony to tamper with voting equipment.



**Your Vote....Your Ballot.... Your Choice**

**Electronic  
Accessible  
Voting Unit  
May Be Used  
By Any Voter Upon  
Request**



**Tu Voto....Tu Balota....Tu Opción**

**Unidad De Votación  
Accesible  
Electrónica  
Puede Ser Usada Por  
Cualquier Votante Al  
Solicitarla**



### “Accessible Voting Unit” Poster

This poster advises voters that the Accessible Voting Unit is available to anyone requesting to use it. Post one posters on the A-L and one on the M-Z voter processing table sign.

Remember:  
The AVU may be used by any voter upon request.

### Do You Need Bilingual Assistance? Poster

All Polling Places will receive two copies post one inside and one outside the polling place in plain view of the voting public.



**ELECTION DAY (MORNING)**

# Election Day

## Processing Voters "Combined Roster and Index"

ELECTION DAY (MORNING)

### Combined Roster and Index A-L, M-Z

- Each roster is precinct specific. Locate the rosters inside the red Transport Bag and verify that you have the correct set of rosters prior to Election Day. The rosters are divided into four alphabet groups (E-G, H-L, P-S, T-Z) and the Registrar of Voters' office provides additional alphabet index tabs if needed.



**Riverside County Registrar of Voters**

FOR OFFICE USE ONLY INITIAL: \_\_\_\_\_

VOTING PRECINCT # \_\_\_\_\_

Yes/No \_\_\_\_\_  
Provisional \_\_\_\_\_  
Changes/Corrections \_\_\_\_\_

**COMBINED ROSTER AND INDEX A - L**

**INCLUDED:**  
Election Officer's Comment Sheet A-L  
Voter Roster List  
Authorized Voter Form  
Correction Sheet  
Challenge List/List of Assisted Voters

Replacement Seal Log  
Election Officer's Comment Sheet M-Z  
Voter Roster List  
Authorized Voters Form

Correction Sheet Authorized Voters H-L E-G

Payroll Correction Sheet Authorized voters T-Z P-S

Z	A
A	B
X	C
M	D
A	E
N	F
L	G
S	H
R	I
O	J
d	K
O	L
N	M

Index tabs are located in the back of the "Combined Roster and Index M-Z" inside the pocket page.

**Correction Sheet**

**Authorized Voters**

**Voter Roster List**

Use the following sections, **in this order**, to find the voter's name.

- Voter Roster List** — Active/Inactive Voters/Vote-by-Mail voters.
- Green Supplemental Active Voter Roster List** — These are mailed to the Inspector and placed in the pocket page in the back of the "Combined Roster and Index M-Z."
- Authorized Voters** — Record of voters that have been authorized to vote by the Registrar of Voters' office. An authorization number will be provided to allow the voter to vote a regular ballot.

# Election Day

## Processing Voters (Cont'd) "Combined Roster and Index"

The "Combined Roster and Index" contains a list of registered voters within a precinct and is comprised of two books, A-L and M-Z. This is where Precinct board members locate voter names (last, first), confirm the voter's addresses, identify if the voter was issued an Electronic Ballot, check birthdates for voters who are registered with the same name (Jr) and check for specific voter status reasons when processed to vote such as "VBM" or "Vote-by-Mail," "ID Required," or "Inactive Voter."

ELECTION DAY (MORNING)

ELECTRONIC BALLOT ISSUED	BIRTH DATE
<input type="checkbox"/>	7/75
<input type="checkbox"/>	1/50
<input type="checkbox"/>	2/70
<input type="checkbox"/>	4/85
<input type="checkbox"/>	4/74
<input type="checkbox"/>	6/75
<input type="checkbox"/>	1/90
<input type="checkbox"/>	2/88
<input type="checkbox"/>	11/73
<input type="checkbox"/>	11/68
<input type="checkbox"/>	12/47
<input type="checkbox"/>	10/73
<input type="checkbox"/>	12/82
<input type="checkbox"/>	7/81
<input type="checkbox"/>	1/64
<input type="checkbox"/>	9/64
<input type="checkbox"/>	6/87

**Voter Roster List**  
Consolidated General Election  
Election Date: 11/04/2008  
Registration Close: 10/20/2008

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote, to fraudulently attempt to vote, vote more than once, attempt to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18560 & 14108)  
**ADVERTENCIA:** Es un crimen penal con encarcelamiento en la Prisión Estatal o en la Cárcel del Condado para cualquier persona que vote fraudulentamente, fraudulentamente intente votar, vote más de una vez, intente votar más de una vez, personifique a un votante, o intente personificar un votante. (Código de Elecciones Sección 18560 & 14108)

XREF NUM	VOTER NAME AND ADDRESS	BALLOT ISSUED	DATE	SIGNATURE	ADDRESS	REGISTRATION NUMBER
75	Casamarena, Desiree Michelle 34510 Devlin Dr	<input type="checkbox"/>	7/75			3270254196
163	Caspefino, Donna C 35521 Stockton St	<input type="checkbox"/>	1/50	Vote-by-Mail		38K 347743
75	Casamarena, Daniel 34510 Devlin Dr	<input type="checkbox"/>	2/70			3270254197
194	Carpenter, Krista Ann 35173 Tivello Trl	<input type="checkbox"/>	4/85			39F 351747
152	Cason, Sean T 35518 Sneed St	<input type="checkbox"/>	4/74			39F 135880
188	Castanon, Chris 36754 Torrey Pines Dr	<input type="checkbox"/>	6/75			3270254198
65	Castruita, Grace Lauren 11257 Demarest Dr	<input type="checkbox"/>	1/90			39F 191019
64	Castruita, Nathaniel Eugene 11257 Demarest Dr	<input type="checkbox"/>	2/98			39F 191019
106	Chavez, Alana Murren 35291 Tivello Trl	<input type="checkbox"/>	11/73			3270254199
195	Chavez, Robert Benjamin 35291 Tivello Trl	<input type="checkbox"/>	11/83			3270254200
84	Childs, Minnie Christian 36155 Eagle Ln	<input type="checkbox"/>	12/47	ID Required		39F 146880
180	Chynest, Janet Colleen 35478 Stockton St	<input type="checkbox"/>	10/73	Vote-by-Mail		3270254201
42	Cifelli, Jessica Renee 11577 Bunker Dr	<input type="checkbox"/>	12/82	Inactive Voter		39F 206236
4	Cloos, Julie Michelle 37872 Apple Way	<input type="checkbox"/>	7/81			39F 206236
128	Contreras, Paul R 34700 Ogrady Ct	<input type="checkbox"/>	1/64			65A2039598
127	Contreras, Denise Marie 34205 Ogrady Ct	<input type="checkbox"/>	9/54			65A2039594
125	Contreras, Megan Thomas 34700 Ogrady Ct	<input type="checkbox"/>	6/87			65A2039594

Voter Roster List  
Printed: 11/27/2008 8:03:49AM

☐ Electronic  
Registration

☐ Paper  
Signature

**Supplemental Voter Roster List**  
Consolidated Statewide Special Election  
Election Date: 05/19/2009  
Registration Close: 05/04/2009

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote, to fraudulently attempt to vote, vote more than once, attempt to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18560 & 14108)  
**ADVERTENCIA:** Es un crimen penal con encarcelamiento en la Prisión Estatal o en la Cárcel del Condado para cualquier persona que vote fraudulentamente, fraudulentamente intente votar, vote más de una vez, intente votar más de una vez, personifique a un votante, o intente personificar un votante. (Código de Elecciones Sección 18560 & 14108)

XREF NUM	VOTER NAME AND ADDRESS	BALLOT ISSUED	DATE	SIGNATURE	ADDRESS	REGISTRATION NUMBER
1	Alon, Gabele 100 E Main St	<input type="checkbox"/>	3/97			3270254202
2	Alon, Gabele 100 E Main St	<input type="checkbox"/>	4/55			3270254203
3	Alon, Maria 100 E Main St	<input type="checkbox"/>	7/76			3270254204
4	Alon, Rafael 100 E Main St	<input type="checkbox"/>	9/74	Vote-by-Mail		3270254205

Supplemental Voter Roster List  
Printed: 11/27/2008 10:18:43AM

☐ Electronic  
Registration

☐ Paper  
Signature

Voting Precinct: 0036040  
Generated: 11/27/2008

Page 1 of 4  
Alon - Award

Before being permitted to cast a ballot, a voter's name must be located in the "Combined Roster and Index", "Authorized Voters List" or the green "Supplemental Voter Roster List."

**Voters whose names cannot be located in the "Combined Roster and Index, Authorized Voters List, or the green Supplemental Voter Roster List" may only vote by Provisional Ballot or they may be redirected to their polling place if found on the Precinct Map, Precinct Look Up CD, or by calling the Registrar of Voters office.**



# Election Day

## Processing Voters (Cont'd)

The ultimate goal for each Election Officer is to do everything possible to confirm the voter's eligibility to vote. Follow the steps below to determine a voter's eligibility:

ELECTION DAY (MORNING)

Voter Roster List						Registration Close: 10/20/2008	
Consolidated General Election							
<p><b>Election Date: 11/03/2008</b></p> <p><b>WARNING:</b> It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote, to fraudulently attempt to vote, vote more than once, attempt to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Election Code Sections 18560 &amp; 14106)</p> <p><b>ADVERTENCIA:</b> Es un crimen penal con encarcelamiento en la Prisión Estatal, o en la Cárcel del Condado para cualquier persona que vote fraudulentamente, fraudulentamente intente votar, vote más de una vez, intente votar más de una vez, personifique a un votante, o intente personificar a un votante. (Código de Elecciones Sección 18560 &amp; 14106)</p>							
NAME	VOTER NAME AND ADDRESS	BALLOT METHOD	BIRTH DATE	SIGNATURE	ADDRESS	REGISTRATION NUMBER	
76	Camarena, Deanna Michelle 34510 Devils Dr	<input type="checkbox"/>	7/75			30224709	
163	Cappellano, Donna C 35231 Buckhorn Dr	<input type="checkbox"/>	1/60	Vote by Mail		368 347943	
75	Camarena, Daniel 34510 Devils Dr	<input type="checkbox"/>	3/70			30224701	
104	Cayrester, Krista Ann 33173 Yarrow Tr	<input type="checkbox"/>	4/65			303113147	
152	Cason, Sean T 35518 Street St	<input type="checkbox"/>	4/74			303113580	
186	Costasova, Chella 36734 Torrey Pines Dr	<input type="checkbox"/>	6/75			30224705	
65	Castro, Grace Lauren 11257 Denner Dr	<input type="checkbox"/>	1/90			588 179118	
64	Castro, Nathaniel Eugene 11257 Denner Dr	<input type="checkbox"/>	2/66			30224704	
190	Chavez, Alisa Maureen 35231 Buckhorn Tr	<input type="checkbox"/>	11/73			303113267	
195	Chavez, Robert Benjamin 35231 Buckhorn Tr	<input type="checkbox"/>	11/68			30224702	
84	Chile, Miriam Chelise 38156 Eagle Ln	<input type="checkbox"/>	12/47	ID Required		303113267	
140	Chykowski, Janet Colleen 35475 Buckhorn Dr	<input type="checkbox"/>	10/73	Vote by Mail		302247116	
42	Chell, Jessica Renee 11577 Bunker Pl	<input type="checkbox"/>	12/82	Inactive Voter		368 280338	
4	Cleave, Julie Michelle 35177 Arroyo Way	<input type="checkbox"/>	7/81			303113381	
126	Contreras, Paul R 34200 Ogden Ct	<input type="checkbox"/>	1/64			368 200938	
127	Contreras, Deshaun Moore 34200 Ogden Ct	<input type="checkbox"/>	9/64			30224703	
128	Contreras, Logan Thomas 34200 Ogden Ct	<input type="checkbox"/>	6/87			368 200939	

Voter Roster List  
Printed: 3/27/2009 8:05:45AM

Signature Required ☐ Paper Signature ☐

Voting Precinct: 0011104  
Generated: 10/13/2008

Page 3 of 27  
Camarena - Contreras

1. Locate voters' names in the "Voter Roster List".
2. Ask the voter to verbally verify their addresses.
3. Have voters sign their names and print their addresses.
4. Offer voters a paper ballot. **Electronic ballots must be requested by the voter.** Provide any instructions or assistance to voters as necessary.

### FOR VOTING INFORMATION DURING POLLING HOURS

CALL: Riverside County Registrar of Voters



TOLL FREE  
TTY

[www.voteinfo.net](http://www.voteinfo.net)

PARA CONSEGUIR INFORMACION PARA  
VOTAR DURANTE HORAS DE VOTACION

LLAME: Oficina de la Registradora de Votantes  
del Condado de Riverside



o SIN COSTO  
TTY [www.voteinfo.net](http://www.voteinfo.net)

FORM PP-004 (REVISED 04-17-08)

If an internet compatible computer is available, go to the Registrar of Voters' website, [www.voteinfo.net](http://www.voteinfo.net), to locate the voter's correct polling site or use the Polling Place Look Up CD. If a computer is not available you or the voter may call the Registrar of Voters' office to find the correct polling site. Give the voter the information card with the Registrar of Voters' contact numbers. Otherwise the voter may vote a provisional ballot. (E.C. 14223, E.C. 14216, E.C. 14217, E.C. 14227)



# Election Day

## Green Supplemental Voter Roster List & Inspector's Vote by Mail List

### Green Supplemental Voter Roster List

The green "Supplemental Voter Roster List" lists voters who registered toward the end of the registration period. Some voters on this list may also appear in the "Combined Roster and Index." Usually, these voters recently registered to vote or made changes to their registration information such as **change of address, or political party affiliation.**

The list is mailed to the Inspector and Range Inspector's home prior to Election Day. The List should be placed in the back of the "Combined Roster and Index M-Z's" pocket page.

**Supplemental Voter Roster List**  
Consolidated Statewide Special Election

Election Date: 05/19/2009  
Registration Close: 05/04/2009

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote, to fraudulently attempt to vote, vote more than once, attempt to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18560 & 14108)

**ADVERTENCIA:** Es un crimen penal con encarcelamiento en la Prisión Estatal, o en la Cárcel del Condado para cualquier persona que vote fraudulentamente, fraudulentamente intente votar, vote mas de una vez, intente votar mas de una vez, personifique ser un votante, o intente personificar un votante. (Código de Elecciones Sección 18560 & 14108)

NUM	VOTER NAME AND ADDRESS	ELECTRONIC	BIRTH DATE	SIGNATURE	ADDRESS	REGISTRATION NUMBER
18	Ajca, Gabriel 18 Mountain 1555 E Main St	<input type="checkbox"/>	3/80			332567113
	Arreola, Maria 1385 Moray	<input type="checkbox"/>	7/76			332567114
	Awad, Rafael 156 West	<input type="checkbox"/>	9/74	Vote by-Mail		332567115

Supplemental Voter Roster List  
Printed: 4/30/2009 12:18:03AM

Electronic Signature ☐ Paper Signature ☐

Voting Precinct: 0036040  
Generated: 10/30/2008

Page 1 of 4  
Ajca - Awad

**Inspectors, if you do not receive the "Supplemental Voter Roster List" by Election Eve, contact your Range Inspector to obtain a copy.**

ELECTION DAY (MORNING)

### Inspector's Vote-by-Mail List

The "Inspector's Vote-by-Mail List" lists voters that requested Vote-by-Mail Ballots after the Indexes were printed. The list is mailed directly to the Inspector and the Range Inspector's home. Before Election morning, Inspectors notate on the signature line, in the "Combined Roster and Indexes" a "VBM" or the word "Vote-by-Mail." The list is placed in the back pocket page of the "Combined Roster and Index M-Z."

The Vote-by-Mail Ballots must be returned to vote a regular ballot. If voters are unable to surrender their ballots they may only vote provisionally.

**Inspector's Vote by Mail List**  
Consolidated Primary Election - 06/03/2008

Voting Precinct: 0011200

Weyman Leroi Edwards  
2352 Mission Inn Ave  
Riverside, CA 92507

Voter Name	Registration Number	Residence Address	City	Party	Ballot Type
Aguilar, Luisa	33ZF091404	3439 Anderson Ave Apt K	RVSD	DEM	003
Anderson, Dorcas A	00A 229711	3391 Montana St	RVSD	DEM	003
Anderson, Marshall L	00A 229712	3391 Montana St	RVSD	DEM	003
Arguello, Efrén	59AZ740719	3456 Sun Ct	RVSD	DEM	003
Arrington, Linda Lee	38O 582068	3380 Corner Ave	RVSD	DEM	003
Aston, Michael Luvon	00ZA724667	1809 7th St	RVSD	DEM	003
Avaloz, Juan Manuel	33ZG435851	3538 Douglass Ave	RVSD	DEM	003
Avaloz, Misty Heather	67AK116285	3538 Douglass Ave	RVSD	DEM	003
Avila, Ramon Perfecto	67AK116481	3538 Douglass Ave	RVSD	DEM	003
Badajoz, Karina		3680 Franklin Ave	RVSD	DEM	003
Badajoz, Gema Alicia					
Bailey, Alicia					
Barnett, Andrew Mark					
Bartee, Esther L					

**Election Date: 05/19/2009**  
**Consolidated Statewide Special Election**

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote, to fraudulently attempt to vote, vote more than once, attempt to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18560 & 14108)

**ADVERTENCIA:** Es un crimen penal con encarcelamiento en la Prisión Estatal, o en la Cárcel del Condado para cualquier persona que vote fraudulentamente, fraudulentamente intente votar, vote mas de una vez, intente votar mas de una vez, personifique ser un votante, o intente personificar un votante. (Código de Elecciones Sección 18560 & 14108)

NUM	VOTER NAME AND ADDRESS	ELECTRONIC	BIRTH DATE	SIGNATURE
58	Aguilar, Luisa 1855 Rosemont Cir	<input type="checkbox"/>	3/75	VBM
57	Ajca, Gabriel 1855 Rosemont Cir	<input type="checkbox"/>	4/55	
28	Arreola, Virginia 1286 Garrett Way	<input type="checkbox"/>	7/76	
60	Awad, Raced 801 Salinger Pl	<input type="checkbox"/>	9/81	Vote by-Mail

# ELECTION DAY (MORNING)

## 60

# Election Day

## Processing Voters (Cont'd)

All Precinct Board members must familiarize themselves with the documents listed on the following pages. These documents will be used on Election Day and should be placed in an area where they can be easily retrieved should they be needed.

ELECTION DAY (MORNING)

**Voting Equipment Incident Log Sheet**

Inspector Initials: \_\_\_\_\_ Date & Time: \_\_\_\_\_  
 Incident #: \_\_\_\_\_

Polling Place (or other Location): \_\_\_\_\_  
 Equipment Involved (including Serial Number): \_\_\_\_\_

Report Completed by (name and telephone): \_\_\_\_\_  
 "Voter" L. Pollworker T. Other: \_\_\_\_\_

Name & telephone of others who observed incident: \_\_\_\_\_

1. Detailed description of problem/symptoms including any error message or code displayed: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. Describe actions leading up to the incident (i.e., voter inserted activation card to start voting, pollworker hit wrong key and did not activate the activation card correctly, etc.): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Voting Equipment Incident Log Sheet

- ✦ The Inspector completes the "Voting Equipment Incident Log Sheet" to report any equipment related issues that occur during the day. Ten sheets are provided in the "Combined Roster and Index M-Z."

### Court Ordered Voter Forms

- ✦ Voters that claim they registered before the **November 30th** registration deadline for the upcoming election, and are not listed in the Active Voter Roster, the Supplemental Active Voter Roster List, or on the Registrar of Voters' office records, will be offered a Court Ordered Voter Form. The voter may take this form to any of the courts listed to get a ruling from a judge to allow them to vote. They must return the form to the Registrar of Voters' office in order to be allowed to vote.

**BARBARA DUNNOR**  
 Registrar of Voters  
**REGISTRAR OF VOTERS**  
 COUNTY OF RIVERSIDE

2124 Gateway Drive  
 Riverside, CA 92507-0318  
 (951) 481-7200 • FAX (951) 481-7272  
 www.elections.ca

TO: \_\_\_\_\_  
 FROM: \_\_\_\_\_

SUBJECT: AFFIDAVIT OF REGISTRATION

If you believe that you are eligible to vote in Riverside County, and you completed an Affidavit of Registration (i.e., a voter registration card) on or before May 18, 2008, but you were informed that the Registrar of Voters never received your affidavit, you may seek a court order to allow you to vote in the upcoming election.

Attached are forms, which may help you with your application to the superior court. The forms are prepared and distributed by the Registrar of Voters to assist voters. They do not guarantee that the court will grant your request, nor are they intended to be a substitute for consulting your own legal counsel if you wish to do so.

Please follow these steps to process your request:

1. Complete the attached forms (2 pages).
2. Complete the Affidavit of Registration.
3. Present the completed forms to one of the following courts:

COURT	ADDRESS
Banning Superior Court	155 E. Hays Street, Banning
Indio Superior Court	46-200 Cass St. Indio
Riverside County Superior Court	4050 Main Street, Riverside (Civil Wing)
South West Justice Center	30755 D Auld Rd. Murietta

**IMPORTANT NOTE:** If your request is denied, then you are not eligible to vote in the June 3, 2008 Consolidated Statewide Direct Primary Election.

Enclosures: Affidavit of Registration  
 Pollster Form

**Reminders**

Record and highlight in yellow the notation next to the voter's name as shown in the examples, if any of the following occurs:

**The voter signs the wrong line in the Roster. Draw an arrow from the voter's name to their signature.**

15	Martinez, Marco Antonio	<input type="checkbox"/>	7/90	<i>Anthony D. McCoy</i>	1571 Yents PL	3320461009
77	Mc Coy, Anthony Douglas	<input type="checkbox"/>	8/74			

**The voter is unable to enter the polling place due to accessibility limitations. Such voters are identified as Curbside Voters and are permitted to vote by means of a touchscreen or keypad taken to him/her outside of the polling place.**

27	Miguel, Moreno	<input type="checkbox"/>	7/68	<i>Curbside voter</i>		3320461009
----	----------------	--------------------------	------	-----------------------	--	------------

**A voter requests or demands an electronic ballot. Under the Electronic Ballot Issued Column check the box by the voter's name.**

152	Cason, Sean T	<input checked="" type="checkbox"/>	4/74	<i>Sean Cason</i>	35518 Sh	
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### Reminders Ruler

The Green Reminders Ruler located in the back of the "Combined Roster and Index M-Z" in the pocket page. It provides examples of situations that require notating additional processing information and can be used as a straight edge.

# ELECTION DAY (MORNING)

# OPEN

## Special 1st Voter Procedures

LCD Official Election Report Setting

Ready to Open Official Election Polls

To Begin Voting Move The Polls Switch to OPEN

Zero/Paid Report

Public Counter 0 SR \*\*\*\* V. 3.8 Date Time

0

## First Voter Procedural Checklist

**First Voter Procedural Checklist**

California Elections Code 10195, requires Elections to begin receiving eligible voters' ballots at 10:00 a.m. local time, plus additional time for ballot collection. To be eligible to receive ballots, the voter must be at least 18 years old on Election Day and be a registered voter in the county. The voter must also be a U.S. citizen and a resident of the county.

After processing and receiving all required documentation from the list eligible voter, have him/her verify that the blue and brown ballot boxes are empty and sealed. Then walk the voter to the voting units and record the voting unit number on the "Public Counter Verification" section list below. Show the list voter the screens of each voting unit and ask him/her to confirm the "UP" (yes) in the lower left corner of each screen identified as the "Public Counter".

[illegible]

# Election Day

## Processing Voters (Cont'd)

ELECTION DAY (MORNING)

**Inactive Voters**—are voters that have not voted in two or more consecutive **federal** elections or the Registrar of Voters has not confirmed residency. These voters vote in the regular manner if they reside at the same address as listed in the Roster. Voters that have moved must vote by a Provisional Ballot and the Registrar of Voters will update their voter records.

**Active Voters**—are listed in the Voter Roster List, Supplemental Active Roster List, or the Authorized Voters List with no notation on the signature line. Voters state their name and address as registered in the “Combined Roster and Index.” **All voters must sign their names and print their addresses** on the “SIGNATURE” line provided. They are issued a paper ballot or an electronic voter card to vote on the Accessible Voting Unit.

Election Date: 05/19/2009

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to try to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18)

**ADVERTENCIA:** Es un crimen penal con encarcelamiento en la Prisión Estatal, o en la Cárcel del Condado, votar, vote mas de una vez, intente votar mas de una vez, personifique a un votante, o intente personificar

XREF NUM	VOTER NAME AND ADDRESS	ELECTRONIC BALLOT ISSUED	BIRTH DATE	SIGNATURE
70	Martin, Erika 978 Virginia Lee Ct	<input type="checkbox"/>	7/83	
15	Martinez, Marco Antonio 1824 Cascadian Way	<input type="checkbox"/>	7/90	
77	Mc Coy, Anthony Douglas 1571 Yeats Pl	<input type="checkbox"/>	8/74	Inactive Voter
76	Mc Coy, Doris 1571 Yeats Pl	<input type="checkbox"/>	9/71	
7	McWhorter, Akeema 675 Browning St	<input type="checkbox"/>	10/90	ID Required
61	Medrano, Eduardo 1863 Shakespeare Sq	<input type="checkbox"/>	5/89	
27	Miguel, Moreno 1211 Garrett Way	<input type="checkbox"/>	7/68	VBM
19	Montoya, Eileen D Jesus 984 E Commonwealth Ave	<input type="checkbox"/>	6/76	Vote-by-Mail
41	Moore-Harris, Megan Olivia 1915 Meridian St	<input type="checkbox"/>	7/88	Vote-by-Mail
42	Moore-Jones, Pamela Rene 1915 Meridian St	<input type="checkbox"/>	7/62	
5	Morgan, April Bathsheba 1733 E Beringer Dr	<input type="checkbox"/>		

**ID Required Voter**—are voters required to show ID if they previously sent in their voter registration via mail and have not yet shown ID. The requirement only applies to first time voters voting in Riverside County. These voters must provide a valid ID's from the “List of Acceptable Identification Documents...” to show they are that person. Simply verify that the information matches the information listed in the Roster. You are not required to record any information in the roster.

**Vote-By-Mail “VBM” Voters**—are voters who requested a Vote-By-Mail Ballot, but have decided to vote at the polls. **These Voters MUST surrender their Vote-by-Mail Ballots, be listed in the Roster, and reside at the same address listed on the roster to vote a regular ballot.**

### When to Issue a Provisional Ballot:

**Voter's name not found in any roster.**

**Active and Inactive Voters** that have **new addresses** must vote **Provisionally**.

**Vote-by-Mail Voters** that do not have their **ballot to surrender** must vote **Provisionally**.

**ID Required Voters** that have **no ID** must vote **Provisionally**.

# Election Day

## Processing a Voter in the "Combined Roster and Index"

ELECTION DAY (MORNING/DAY)

**1** Locate the voter's name and address in the Roster and confirm the address provided by the voter.

**2** Check the voter's "SIGNATURE" column to determine if the voter has a status requiring additional information. The following is a list of the most common status reasons:

**Inactive**—Confirm that the voter resides at the same address as listed. If different the voter votes a Provisional Ballot.

**Vote-By-Mail or VBM**—Ask the voter to return the ballot issued by the Registrar of Voters office.

**ID Required**— If the voter is listed as a HAVA "ID Required" voter, an ID must be presented. Please review the "List of Acceptable Identification documents for voters with ID Required Status."

Highlight in yellow the status after verifying an Inactive Voter's address, a Vote-By-Mail or VM voter surrenders the VM ballot, or an ID Required Voter presents an appropriate ID.

Check the box next to a Voter's name when a voter wishes to use the AVU.

**Voter Roster List**

**Consolidated Statewide Special Election**

**Registration Close:**

**Election Date: 05/19/2009**

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote, to fraudulently attempt to vote, vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18560 & 14108)

**ADVERTENCIA:** Es un crimen penal con encarcelamiento en la Prisión Estatal o en la Cárcel del Condado para cualquier persona que vote fraudulentamente, fraudulentamente votar, vote mas de una vez, intente votar mas de una vez, personifique a un votante, o intente personificar un votante. (Código de Elecciones Sección 18560 & 14108)

REF. NUM.	VOTER NAME AND ADDRESS	ELECTRONIC BALLOT ISSUED	BIRTH DATE	SIGNATURE	ADDRESS	REGISTRATION
70	Martin, Erika 978 Virginia Lee Ct	<input type="checkbox"/>	7/83			332G90
15	Martinez, Marco Antonio 1824 Cascadian Way	<input type="checkbox"/>	7/90			332G99
77	Mc Coy, Anthony Douglas 1571 Yeats Pl	<input type="checkbox"/>	8/74			332G66
76	Mc Coy, Doris 1571 Yeats Pl	<input type="checkbox"/>	9/71			332G66
7	McWhorter, Akeema 875 Browning Ct	<input type="checkbox"/>	10/90	ID Required		332G81
61	Medrano, Eduardo 1863 Shakespeare Sq	<input type="checkbox"/>	5/89			332G79
27	Miguel, Moreno 1211 Garrett Way	<input type="checkbox"/>	7/88	Moreno Miguel	1211 Garrett Way	332G90
19	Montoya, Eileen D Jesus 984 E Commonwealth Ave	<input type="checkbox"/>	5/76	Vote-by-Mail		332G92
41	Moore-Harris, Megan Olivia 1915 Meridian St	<input type="checkbox"/>	7/88	Vote-by-Mail		59BP02
42	Moore-Jones, Pamela Rene 1915 Meridian St	<input type="checkbox"/>	7/82			332G66
5	Morgan, April Bathsbeba 1733 E Beringer Dr	<input type="checkbox"/>	4/72			332G66

Voter Roster List  
Printed: 4/3/2009 10:17:29AM

Electronic Signatures    Paper Signatures

**Voting Precinct: 0036040**  
Generated: 10/30/2008

Marti

Use the "List of Acceptable Identification Documents for Voters with ID Required Status" for voters with the "ID Required" status in the "SIGNATURE" column.

**3** Instruct the Voter to sign and print their address on the "SIGNATURE" line next to their name.



# Election Day

## Updating the Street Index

ELECTION DAY (MORNING/DAY)

**Election Date: 05/19/2009**

### Voter Roster List

### Consolidated Statewide Special Election

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote, to fraudulently to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18560 & 14108)

**ADVERTENCIA:** Es un crimen penal con encarcelamiento en la Prisión Estatal, o en la Cárcel del Condado para cualquier persona que vote más de una vez, intente votar más de una vez, personifique ser un votante, o intente personificar un votante. (Código de Elecciones)

XREF NUM	VOTER NAME AND ADDRESS	ELECTRONIC BALLOT ISSUED	BIRTH DATE	SIGNATURE	ADDRESS
809	Acerido, Jessica G 1241 Laurel Ave		3/85	Jessica G. Acerido	1241 Laurel Ave
570	Ajca, Gabriel 1885 Rosemont Cir		4/55	ID Required	
280	Arreola, Virginia 1286 Garrett Way		7/76	Inactive Voter	
600	Awad, Raed 801 Salinger Pl		9/81	Vote-by-Mail	

809  
752  
560

4

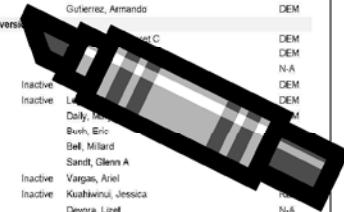
Beginning with the 1st Voter and every voter thereafter, record the XREF# (cross reference number) from the "Combined Roster and Index" onto the supplied yellow Post-It® pad.

Beginning at 8am highlight these XREF numbers in the "Roster-Precinct Street Index" every hour up to 6pm. Remember to update one copy.

One Roster will remain at the processing table and the other by the front door on a table, chair, or taped to the wall.

Registration Close Date: 10/20/2008 05/04/2009				Roster (Precinct - Street) Index				Consolidated Statewide Special Election				Election Date: 11/04/2009 05/19/2009			
XREF#	ADDRESS	VEN	NAME	PHONE	PARTY	XREF#	ADDRESS	VEN	NAME	PHONE	PARTY	XREF#	ADDRESS	VEN	NAME
750	2840	Inactive	Finney, Julia Ann		DEM	797	1708	Inactive	Solz, Steven R		DEM	809	1241	Inactive	Acerido, Jessica G
760	2840	Inactive	Mc Dermott, Ricky Ian		REP	798	1708	Inactive	Solz, Christine T		DEM	810	1277	Inactive	Fuili, Daniel L
761	2840	Inactive	Pierney, Curtis Baxter		N/A	799	1762	Inactive	Alvarado, Anita		DEM	811	1277	Inactive	Gutierrez, Armando
762	2840		Taylor, Michael R		REP	799	1762	Inactive	Guerrero, Jose A		DEM	812	2917	Inactive	Sanchez, Carlos C
763	2840		Bauer, Eric John		N/A	799	2050-Ste	Inactive	Gonzalez, Jose Angel Jr		N/A	813	2930	Inactive	Sanchez, Carlos C
764	2840		Gastino, Nicky Terrell		REP	799	2680	Inactive	Blazewski, Louis J		N/A	814	2930	Inactive	Sanchez, Carlos C
765	2840		Hackenschmidt, Philip		DEM	799	2993	Inactive	Miller, Donald Gail II		N/A	815	2974	Inactive	Sanchez, Carlos C
766	2840		Juarez, Benito		REP	800	2993	Inactive	Miller, Donald Gail		N/A	816	2974	Inactive	Sanchez, Carlos C
767	2840		King, Jordan D		N/A	801	3071	Inactive	Galvan, Gerald		DEM	817	3005	Inactive	Daily, Michael
768	2840		Lopez, Eleanor Marie		DEM	802	3071	Inactive	Galvan, Carmen		DEM	818	3091	Inactive	Swick, Eric
769	2840		Markham, Richard James		REP	803	3071	Inactive	Galvan, Julian		DEM	819	3031	Inactive	Bel, Millard
770	2840		Taylor, Michael Ray		REP	804	3081	Inactive	Hernandez, Lindsay Hiliana		DEM	820	3031	Inactive	Sanct, Glenn A
771	2840		Leo Paul		DEM	805	3081	Inactive	Hernandez, Angel Tinoco		DEM	821	3063	Inactive	Vargas, Ariel
772	2840		Malta		REP	806	3081	Inactive	Wilson, Diana		N/A	822	3075	Inactive	Kuabwini, Jessica
773	2840		William		DEM	807	3081	Inactive	Wilson, Diana		N/A	823	3075	Inactive	Devora, Lizet
774	2840		William		DEM	807	3081	Inactive	Wilson, Diana		N/A	824	3111	Inactive	Schondelbauer, Debra Colleen
775	2840		William		DEM	807	3081	Inactive	Wilson, Diana		N/A	824	3111	Inactive	Schondelbauer, Debra Colleen
776	2840		William		DEM	807	3081	Inactive	Wilson, Diana		N/A	824	3111	Inactive	Schondelbauer, Debra Colleen
777	2840		William		DEM	807	3081	Inactive	Wilson, Diana		N/A	824	3111	Inactive	Schondelbauer, Debra Colleen
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782	2840		William		DEM	807	3081	Inactive	Wilson, Diana		N/A	824	3111	Inactive	Schondelbauer, Debra Colleen
783	2840		William		DEM	807	3081	Inactive	Wilson, Diana		N/A	824	3111	Inactive	Schondelbauer, Debra Colleen
784	2840		William		DEM	807	3081	Inactive	Wilson, Diana		N/A	824	3111	Inactive	Schondelbauer, Debra Colleen
785	1676	Inactive	Deming, Grace Barbara		N/A	819	3031	Inactive	Bel, Millard		DEM	820	3031	Inactive	Sanct, Glenn A
786	1676	Inactive	Deming, Craig William		N/A	820	3031	Inactive	Sanct, Glenn A		DEM	821	3063	Inactive	Vargas, Ariel
787	1676	Inactive	Deming, Keith Norman		N/A	821	3063	Inactive	Vargas, Ariel		DEM	822	3075	Inactive	Kuabwini, Jessica
788	1676	Inactive	Deming, Ernest Norman		REP	822	3075	Inactive	Kuabwini, Jessica		DEM	823	3075	Inactive	Devora, Lizet
789	1684	Inactive	Gould, Lisa Christine		REP	823	3075	Inactive	Devora, Lizet		N/A	824	3111	Inactive	Schondelbauer, Debra Colleen
790	1684	Inactive	Mc Namara, Kubylynn		DEM	824	3111	Inactive	Schondelbauer, Debra Colleen		AIP				
791	1684	Inactive	Mc Namara, Daniel Joseph		REP										

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# ELECTION DAY (MORNING/DAY)

## Issuing a Paper Ballot

- ✦ After the voter has signed the Roster issue the paper ballot.
- ✦ The ballots will be bound in pads sequentially numbered.
- ✦ Use the following steps to properly issue the voter a paper ballot:

**1** Tear a ballot from the pad.

[illegible]

**2** Tear the ballot stub from the top of the ballot and give to the voter.

[illegible]

Place the ballot inside the secrecy sleeve.

**PAPER BALLOT VOTING INSTRUCTIONS**  
(HAVA Section 301)

**MARKING YOUR BALLOT...**

Directions: Mark your ballot by using a pen.

- USE A BLACK BALLPOINT PEN.
- Mark your ballot by filling in every single hole on the ballot.
- If you cannot understand or mark your ballot, ask for assistance. Do NOT write on the ballot.
- If you cannot understand or mark your ballot, ask for assistance.

**EXAMPLES:**

1. **Unmarked**

2. **Marked**

3. **Marked**

4. **Marked**

5. **Marked**

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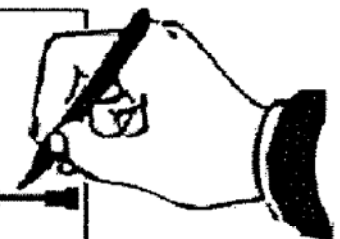
226. **Marked**

227. **Marked**

228. **Marked**

**4** Instruct the voter how to mark their ballot by connecting the back of the arrow to the front of the arrow as shown on the images to the right. (EC 14272)

PRESIDENT and VICE-PRESIDENT	
PRESIDENT AND VICE PRESIDENT	
Vote for One	
ZACHARY TAYLOR for President	Eagle
MILLARD FILLMORE for Vice President	
BENJAMIN HARRISON for President	Finch
ADLAI E. STEVENSON for Vice President	
CHESTER A. ARTHUR	



# Election Day

## Issuing a Paper Ballot (Cont'd)

5

Instruct the voter, after marking their selections, to place the ballot inside the secrecy sleeve and deposit the ballot into the blue Ballot Box. Remind the voter to return the secrecy sleeve and pen to an Election Officer. **DO NOT look at the voter's ballot or let the voter show anyone its contents. (EC 14291)**

6

Give the voter an "I Voted or Yo Vote" sticker after depositing the ballot.

ELECTION DAY (MORNING/DAY)

**Spoiled Ballots**—Occasionally, a voter will mark their selection incorrectly. The voter can exchange the ballot for a new one. Across the mismarked ballot write the word "Spoiled".

There will be 2 spoiled envelopes; an envelope with **black** printing for regular ballots and an envelope with **blue** printing for provisional ballots. Fold the ballot and place in the appropriate "Spoiled Envelope" and drop into the brown ballot box. Re-issue a new ballot (not to exceed a total of three ballots E. C. 14288). **Never throw away spoiled ballots, return to the Registrar of Voters Office.**

**DO NOT OPEN**

STOP

**SPOILED REGULAR BALLOT**

Regular printed with **Black** ink label.

**RIVERSIDE COUNTY**

☒ **Vote-By-Mail Ballots**

•Surrendered Vote-By-Mail Ballots

☒ **Provisional Ballots**

☒ **Spoiled Ballots**

**ONLY!**

**BALLOT BOX**

Provisional printed with **Blue** ink label.

**DO NOT OPEN**

STOP

**SPOILED PROVISIONAL BALLOT**

# Election Day

## Activating a Regular Electronic Voter Card

Any voter may request to vote on the Accessible Voting Unit (AVU). After the voter's eligibility has been confirmed and the roster has been signed and the address has been printed, the voter may now be issued an activated Voter Card. Follow the procedures below to activate the electronic voter card:

ELECTION DAY (MORNING/DAY)

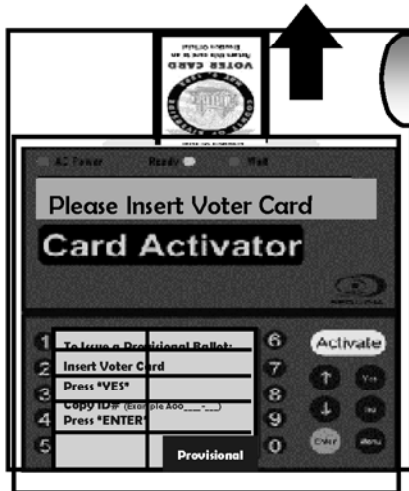
**1** Remove a Voter Card from the box. With the yellow Arrow on the card pointing down and the logo facing you, insert the card into the yellow slot and push all the way down until it lodges in the activator.



**2** The prompt will change to: **"Activate this card?"**

**3** Press **"Yes"** to activate the voter card. **Do NOT Activate Cards in Advance!**

**4** The activated Voter Card will pop up and the prompt will return to **"Please Insert Voter Card."**



**5** Remove the voter card and give to the voter. Ask the voter if he/she needs assistance with the use of the Accessible Voting Unit. Instruct voters on the use of the rubber tipped stylus and how to mark their selections on the touch screen.

**6** Remind all voters to protect their privacy. **DO NOT LEAVE THE VOTING UNIT UNTIL SCROLLING OF PAPER RECORD IS COMPLETED.** Issue an "I Voted" sticker upon return of the Voter Card and stylus and thank the voter.



**DO NOT LEAVE VOTING UNIT  
UNTIL SCROLLING OF PAPER RECORD IS COMPLETE**

**NO ABANDONE ESTA UNIDAD DE VOTACIÓN  
HASTA QUE EL COMPROBANTE DE SU BALOTA YA NO SE MIRE**

# Election Day

## Assisting Voters Not in Roster

On Election Day you might have a voter show up at your polling place and he/she is not located in the Combined Roster and Index. Be sure to check again in the Voter Roster List, the green Supplemental Voter Roster List, and Authorized Voter Section. If you are still unable to locate the voter then prior to offering a Provisional Ballot assist the voter by using the following resources:

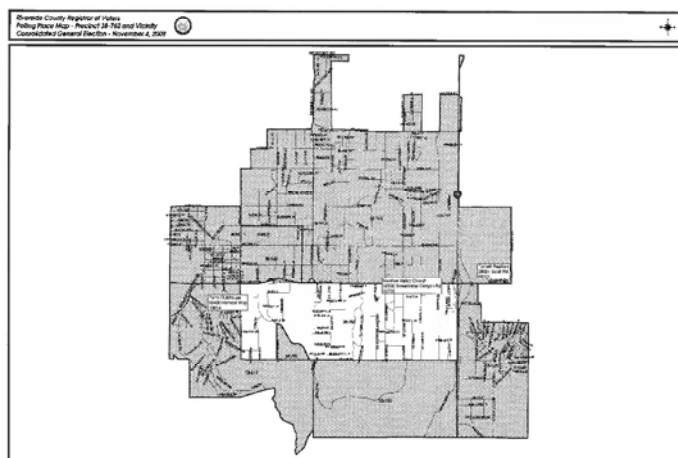
### Polling Place Look Up CD

- ♦ All polling places will receive a CD in the red Transport Bag to be used in locating the correct polling site for voters who may be at the wrong polling place on Election Day. If a Precinct Board Member takes a laptop computer to the polling place, we no longer require that it be Internet capable in order to receive the \$15.00 stipend. The only requirement is that the laptop is able to read the CD in order to look up a voter's polling place. **Remember to coordinate laptop or cell phone use with the Inspector prior to taking your equipment to the polling place on Election Day.**



### Polling Site Map

- ♦ A Polling Site Map has been included in the red Transport bag which may be posted on the wall at each polling place for voters to refer to it should they be at the wrong polling place. The area not shaded in gray represents your voting precinct.



# Election Day

## Assisting Voters Not in Roster (Cont'd)

- ✦ Call the Registrar of Voters to determine if the voter is a registered voter in Riverside County and if they are at the correct Polling Place. The Registrar's staff will inform you of the proper steps to take should the voter need to be redirected to another polling place, if the voter may be processed as an Authorized voter, or if the Voter may only receive a Provisional Ballot.

FOR VOTING INFORMATION DURING POLLING HOURS	
CALL:	Riverside County Registrar of Voters
	TOLL FREE <a href="http://www.voteinfo.net">www.voteinfo.net</a>
PARA CONSEGUIR INFORMACION PARA VOTAR DURANTE HORAS DE VOTACION	
LLAME:	Oficina de la Registradora de Votantes del Condado de Riverside
	o SIN COSTO <a href="http://www.voteinfo.net">www.voteinfo.net</a>
FORM PP-004 (REVISED 04-17-08)	

### Special Circumstance Voters (Vote-By-Mail voters)

- ✦ Some voters live in a Voting precinct designated as a Vote-by-Mail precinct and will not be in the Combined Roster and Index. These voters are not assigned to a polling place according to law because there are less than 250 **registered** voters within the precinct. Instead the Registrar of Voters will mail a ballot to these voters. These voters may opt to drop off their Vote-by-Mail ballot at any nearby polling place or simply mail it back to the Registrar's office. We must accept all Vote-By-Mail ballots as long as they were issued in Riverside County. **Should a Vote-by-Mail voter arrive at your polling place and request to vote, you may only offer a Provisional ballot because their name will not be found in your roster and you will not know if the voter has already sent in their ballot and is trying to vote twice.** In order to determine if a voter is in a Vote-By-Mail precinct you may call the Registrar of Voters.
- ✦ Certain voters have a polling place assigned to them but wish to become Vote-by-Mail voters, these voters are mailed a ballot to them. Since the voter was assigned a polling place these voter's names will show up in the Combined Roster and Index or the green supplemental sheets. On the signature line will be the words Vote-By-Mail to alert any Election Officer processing the voter that the voter requested a Vote-By-Mail ballot which was mailed to them. **Should a Vote-by-Mail voter arrive at your polling place and indicate to you that he/she does not have a ballot to surrender or that they never received or requested to be made a Vote-by-Mail voter, inform them that you are only allowed to issue a Provisional Ballot.** This is a fail safe process in order to prevent a voter from voting twice.
- ✦ Refer to next page on Processing surrendered and accepting Vote-by-Mail Ballots.

# Election Day

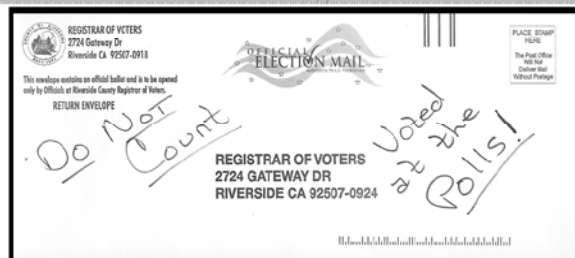
## Processing Vote-by-Mail Ballots

### Surrendered Vote-By-Mail or VBM ballots

Voters listed in the “Combined Roster and Index” as Vote-by-Mail or VBM that wish to vote at the polls **must** surrender their Vote-By-Mail ballot. Upon surrendering the ballot highlight in yellow on the Voter Roster List “Vote-by-Mail” or VBM. These voters are allowed to vote a paper or electronic ballot, if requested.

**Cancel** the surrendered Vote-by-Mail Ballot by writing on the envelope in large letters **“DO NOT COUNT – VOTED AT THE POLLS,”** seal, and deposit the envelope into the brown carton ballot box. These voters sign and print their address on the appropriate line in the “Combined Roster and Index”, and are issued a new ballot. (E.C. 3015, 3016, 14310, 3017, 3020, 3011).

**NOTE: If the Vote-By-Mail ballot is not surrendered, the voter may only vote by a Provisional Ballot.**



Voter Roster List				
Consolidated Statewide Special				
Election Date: 05/19/2009				
WARNING: It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18000, 18001, 18002, 18003, 18004, 18005, 18006, 18007, 18008, 18009, 18010, 18011, 18012, 18013, 18014, 18015, 18016, 18017, 18018, 18019, 18020, 18021, 18022, 18023, 18024, 18025, 18026, 18027, 18028, 18029, 18030, 18031, 18032, 18033, 18034, 18035, 18036, 18037, 18038, 18039, 18040, 18041, 18042, 18043, 18044, 18045, 18046, 18047, 18048, 18049, 18050, 18051, 18052, 18053, 18054, 18055, 18056, 18057, 18058, 18059, 18060, 18061, 18062, 18063, 18064, 18065, 18066, 18067, 18068, 18069, 18070, 18071, 18072, 18073, 18074, 18075, 18076, 18077, 18078, 18079, 18080, 18081, 18082, 18083, 18084, 18085, 18086, 18087, 18088, 18089, 18090, 18091, 18092, 18093, 18094, 18095, 18096, 18097, 18098, 18099, 18100, 18101, 18102, 18103, 18104, 18105, 18106, 18107, 18108, 18109, 18110, 18111, 18112, 18113, 18114, 18115, 18116, 18117, 18118, 18119, 18120, 18121, 18122, 18123, 18124, 18125, 18126, 18127, 18128, 18129, 18130, 18131, 18132, 18133, 18134, 18135, 18136, 18137, 18138, 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# Election Day

## Processing Provisional Voters

**Provisional Voters** are people whose eligibility to vote cannot be verified. They are issued a **Provisional Ballot** which will be counted if, and when, their eligibility is verified by the Registrar of Voters' Office.

Situations which require the issuance of a **Provisional Ballot** are:

- ✦ Voters listed in the "Combined Roster and Index" or "Supplemental Voter Roster List" as a Vote-by-Mail Voter, and cannot surrender their ballots.
- ✦ Voters who are not found in the "Combined Roster and Index" or "Supplemental Voter Roster List" who arrive too late in the day (after 7:00 pm) to be redirected to their assigned Polling Place.
- ✦ Voters with a change of address.
- ✦ Voters demanding a Provisional Ballot. (E.C. 14310, E.C. 14311, E.C. 3016)
- ✦ ID Required Voter that has no ID.

### Issuing Provisional Ballots

To issue a paper or an electronic **Provisional Ballot**, you will need the following:

- 1-"Provisional Paper/Electronic Voter Roster"
- 2-Pad of "Provisional Voting Information Card"
- 3-A Provisional Ballot and Blue Envelope **or**
- 4-If voting electronically, a voter card for activating the ballot on the AVU

### Inform the voter of the following:

- ✦ Reason for issuing the Provisional Ballot.
- ✦ Provisional Ballots **ARE** counted after the voter's eligibility is confirmed.
- ✦ Voters can call 1-800-773-8683 or go online at [www.voteinfo.net](http://www.voteinfo.net) to find out the status (counted or not counted) of their Provisional Ballot. Give all Provisional Voters the "Provisional Voting Information Card"

**NOTE:** Voters not voting at their assigned precinct **may not receive** the same ballot type as their assigned precinct.

**Paper/Electronic Provisional Voter Roster**

**Electronic Provisional Ballot Issue Guide**

- Remove the Provisional Voter Roster, a Provisional Ballot Issue Guide (this sheet), and the Provisional Voting Information Card (pad) from inside the Transport Bag.
- Have the Provisional Voter complete and sign the "TO BE COMPLETED BY VOTER" portion of the roster. Remind the voter to provide a CA DMV Lic or State ID#.
- Insert a voter card into the Card Activator.
- Follow the instructions below for activating the voter card.
- Record the Voter ID# from the card activator display. Indicate the reason for issuing the Provisional Ballot by marking the appropriate circle in the
- Issue the voter a Voter Card, a Provisional Ballot Status Card, and a rubber-tipped stylus with appropriate instruction. Remind the voter

**COUNTY OF RIVERSIDE PROVISIONAL BALLOT ENVELOPE**

REFERENCE #

REMOVE THIS STUB

If you would like to know whether your Provisional Ballot was counted, please visit our website at [www.voteinfo.net](http://www.voteinfo.net) or call our office at 951-480-7700 Monday through Friday, 8:00am to 5:00pm at least 30 days after the election and provide the REFERENCE # on this stub.

REASON FOR USING PROVISIONAL ENVELOPE: [ ] PRECINCT BOARD MEMBER

**PROVISIONAL VOTING INFORMATION CARD**

Why am I being offered a Provisional Ballot to Vote?  
(Election Officer please check with an x or √ to identify a reason.)

☐ Your name was not on the voter roster for this polling place.

☐ You were given a ballot in the mail and you want to vote in person, but you cannot surrender it now.

☐ This is your first time voting in a federal election and you cannot provide an acceptable ID.

☐ You have moved and have not re-registered.

☐ You are voting in other than your assigned polling place.

☐ You asked to vote a Provisional Ballot.

How will my Provisional Ballot be counted?

✦ If you are a Riverside County registered voter, your vote for Statewide and Federal offices and State Measures will be counted.

✦ If you are a Riverside County registered voter, your vote for local offices and measures will be counted for contests in jurisdictions and districts in which you reside.

How can I find out if my Provisional Ballot was fully or partially counted?

✦ To learn your Provisional Ballot status you may contact the Registrar of Voters office at 1-800-773-8683, on or after December 3, 2008. Provide the unique tracking number on this card to the phone operator to determine your ballot status.

✦ You can also go on line to [www.voteinfo.net](http://www.voteinfo.net) and use the same tracking number to determine your ballot status.

**TRACKING NUMBER**

Your electronic Provisional ballot will be identified by this tracking number.

If you would like to know whether your Paper Provisional Ballot was counted, refer to the REFERENCE number on the envelope stub provided at the time of voting.

SEE OTHER SIDE FOR SPANISH



# Election Day

## Processing Provisional Paper Ballots

**1** Check the "Combined Voter Roster List," the "Supplemental Voter Roster," the "Authorized Voters" list or the Polling Place Look Up CD for the voter's name or correct Polling Place before issuing a Provisional Paper Ballot.

Remove from the Provisional Paper Ballot carton a Blue Provisional envelope and the ballot card. **Provisional Ballots are pre-folded inside the White Provisional Paper ballot carton.**

**Provisional Paper Ballot Voters sign the blue Provisional Envelope and in the blue Paper/Electronic Provisional Voter Roster "Paper Provisional Voters Only" section.**

### Paper/Electronic Provisional Voter Roster

Please refer to the Paper/Electronic Provisional

**PAPER PROVISIONAL ROSTER**  
PAPER PROVISIONAL VOTERS MUST COMPLETE AND SIGN ONE OF THE LINES BELOW.  
WARNING: If a voter is listed for both the paper and electronic rosters, the voter must sign both rosters. If a voter is listed for only one roster, the voter must sign that roster.  
ADVERTENCIA: Si un votante está listado para ambos rosters, el votante debe firmar ambos rosters. Si un votante está listado para solo un roster, el votante debe firmar ese roster.

PRECINCT	PREVIOUS RESIDENCE ADDRESS	CURRENT RESIDENCE ADDRESS	PRECINCT	PREVIOUS RESIDENCE ADDRESS	CURRENT RESIDENCE ADDRESS
1			1		
2			2		
3			3		
4			4		
5			5		
6			6		
7			7		
8			8		
9			9		
10			10		
11			11		
12			12		
13			13		
14			14		
15			15		
16			16		
17			17		
18			18		
19			19		
20			20		
21			21		
22			22		
23			23		
24			24		
25			25		

**2** Tear off the ballot stub and give to the voter. Issue the ballot, the blue envelope, and a ball point pen. Remind the voter to complete and sign the front of the envelope or their vote will not be counted. Provisional Voters must provide a valid CA DMV license or CA ID number. If the voter does not provide a valid CA ID number, he/she is still entitled to vote the provisional ballot.

**WARNING: Voting Twice Constitutes a Felony ADVERTENCIA: Votar Dos Veces Constituye un Delito Grave**  
This envelope contains a voted ballot and is to be opened only by election officials at Election Headquarters.  
Este sobre contiene una boleta votada la cual solo puede ser abierta por los funcionarios electorales en la Oficina de elecciones central.

I declare: (1) I am at least 18 years of age (2) I am a citizen of the United States (3) I reside at the address listed below (4) I am a registered voter in Riverside County (5) I have not voted previously in this election either by Vote-by-Mail ballot or at any other polling place.  
Yo declaro que: (1) Tengo por lo menos 18 años de edad (2) Soy ciudadano de los Estados Unidos (3) Resido en la dirección indicada abajo (4) Soy un votante inscrito en el condado de Riverside (5) No he votado anteriormente en esta elección ni por una boleta de votación por correo ni en algún otro lugar de votación.

I declare under penalty of perjury that the declarations made herein are true and correct to the best of my knowledge and belief.  
Yo declaro bajo pena de perjurio, que las declaraciones de la presente son verdaderas y correctas según mi mejor conocimiento y entendimiento.

PRINTED NAME / NOMBRE EN LETRA DE MOLDE \_\_\_\_\_ SIGNATURE / FIRMA \_\_\_\_\_ DATE / FECHA \_\_\_\_\_

BIRTH DATE / FECHA DE NACIMIENTO \_\_\_\_\_ BIRTH DATE / FECHA DE NACIMIENTO / FECHA DE NACIMIENTO / FECHA DE NACIMIENTO \_\_\_\_\_ SEX / SEXO / SEXO / SEXO \_\_\_\_\_

CURRENT RESIDENCE ADDRESS / DOMICILIO ACTUAL \_\_\_\_\_ CITY / CIUDAD \_\_\_\_\_ STATE / ESTADO \_\_\_\_\_ ZIP CODE / CÓDIGO POSTAL \_\_\_\_\_

PREVIOUS RESIDENCE ADDRESS / DOMICILIO ANTERIOR \_\_\_\_\_ CITY / CIUDAD \_\_\_\_\_ STATE / ESTADO \_\_\_\_\_ ZIP CODE / CÓDIGO POSTAL \_\_\_\_\_

Precinct: \_\_\_\_\_ Ballot Type: \_\_\_\_\_ Reference #: \_\_\_\_\_ Party: \_\_\_\_\_

Accept Affidavit # \_\_\_\_\_ Party \_\_\_\_\_  
Reject Assigned V.P. # \_\_\_\_\_ Ballot Type \_\_\_\_\_  
Modify Reason: \_\_\_\_\_ Initials \_\_\_\_\_

**Note: Voters must provide a physical address, NOT a P.O. Box or business address.**

**3** Ask voters to remove and keep the stub from the envelope for their records. The stub lists the telephone number and web address to inquire whether or not their ballot was counted. The REFERENCE number on the stub is needed to request the Provisional voter's ballot status information.

### COUNTY OF RIVERSIDE PROVISIONAL BALLOT ENVELOPE

REFERENCE #11104-02

▲ REMOVE THIS STUB ▲

If you would like to know whether your Provisional Ballot was counted, please visit our website at [www.voteinfo.net](http://www.voteinfo.net) or call our office at 951-495-7200 Monday through Friday, 8:00am to 5:00pm at least 30 days after the election and provide the REFERENCE # on this stub.

REFERENCE #11104-02

#### REASON FOR USING PROVISIONAL ENVELOPE:

- ☐ A voter whose name is not on the Combined Roster and Index.
- ☐ A Vote-by-Mail applicant who wishes to vote at Polls. (Unable to surrender ballot)
- ☐ HAVA first time voter - no ID
- ☐ Extended Voting (Court Order)
- ☐ Other \_\_\_\_\_

#### PRECINCT BOARD MEMBER

NOTES: \_\_\_\_\_

Accept Affidavit # \_\_\_\_\_ Party \_\_\_\_\_  
Reject Assigned V.P. # \_\_\_\_\_ Ballot Type \_\_\_\_\_  
Modify Reason: \_\_\_\_\_ Initials \_\_\_\_\_

# Election Day

## Processing Provisional Paper Ballots (Cont'd)

4

Instruct voters to seal the completed ballot inside the blue Provisional envelope. Remind the voter to return the ballot and pen to the processing table.

5

Direct the voter to an open ballot booth or a nearby table.

6

When the voter returns the ballot verify that the envelope has been properly completed and signed. Return the envelope and have the voter drop it into the Brown Carton Ballot Box. Precinct Officers, in the voter's presence, can drop the ballot into the ballot box. **DO NOT look at the voter's ballot or let the voter show anyone its contents. (EC 14291)**



## Write-In Candidate Procedures

PROOF

### OFFICIAL BALLOT / BALOTA OFICIAL

CONSOLIDATED GENERAL ELECTION / ELECCIÓN GENERAL CONSOLIDADA  
RIVERSIDE COUNTY / CONDADO DE RIVERSIDE  
NOVEMBER 4, 2008 / 4 DE NOVIEMBRE DE 2008

INSTRUCTIONS TO VOTERS: TO VOTE, CONNECT THE ARROW POINTING TO YOUR CHOICE, LIKE THIS:  
To vote for a qualified write-in candidate, write the person's name on the blank line provided and CONNECT THE ARROW.  
Use a black ball point pen (DO NOT use felt tip, red or gel ink).

INSTRUCCIONES A LOS VOTANTES: PARA VOTAR, COMPLETE LA FLECHA A SU DERECHA DE SU DESEO, COMO ÉSTA:  
Por escrito, escriba el nombre de la persona en el espacio blanco provisto y conecte la flecha.  
(No use punta de feltro, roja o gel).

### Write-In Candidates

Voters can write in a candidate's name. The Registrar of Voters provides a list of the official Write-In Candidates. Explain to voters that **ONLY OFFICIAL Write-In candidate names will be counted** and offer the write-in candidate list. Voters are required to write in the candidate's name on the blank line(s) and **connect the arrow**. **If the line is not connected on the write-in candidate contest, then the contest will not be counted.**

SCHOOL ESCOLAR	MEASURE(S) SUBMITTED TO THE VOTERS MEDIDA(S) SOMETIDAS A LOS VOTANTES STATE/ESTADO
RIVERSIDE COMMUNITY COLLEGE DISTRICT DISTRITO DE UNIVERSIDAD CONDADO DE RIVERSIDE Governing Board Member Miembro Junta Gobernante	1A SAFE, RELIABLE HIGH-SPEED PASSENGER TRAIN BOND ACT. To provide California a safe, convenient, affordable, and reliable alternative to driving and high gas prices; to provide good-paying jobs and improve California's economy while reducing air pollution, global warming greenhouse gases, and our dependence on foreign oil, shall \$6.65 billion in bonds be issued to establish a clean, efficient high-speed train service linking Southern California, the Sacramento-San Joaquin Valley and the San Francisco Bay Area, with at least 90 percent of bond funds spent for specific projects, with private and public matching funds required, including, but not limited to, federal funds, funds from revenue bonds, and local funds, and all bond funds subject to independent audit? Fiscal Impact: State costs of \$10.4 billion, assuming 30 years to pay both principal and interest costs of the bonds. Payments would average about \$647 million per year. When constructed, railroad operation and maintenance costs, probably over \$1 billion annually, at least partially, and potentially fully, offset by passenger fares.
DELOISE ANDERSON Voter's Choice	
SAMUEL DAVIS Teacher, Educator Profesor, Educador	
TYETTE FRANCIS President Presidente	
LINNE FRANK BAILEY A-Jor	
MARY FIGUEROA Community College Teacher Profesora de Colegio de Comunitario	
CAROL MICHAEL BOWEN Secretary Secretaria	
MARK A. TAYLOR Teacher College Profesor Colegio	
DARYL TERRELL Police Officer Oficial de Policia	
John Doe	LEY DE BONOS PARA TRENES DE PASAJEROS SEGUROS, CONFIALES Y DE ALTA VELOCIDAD. Para proporcionar a los californianos una alternativa segura, cómoda, económica y confiable a mantener y a los precios elevados de la gasolina; para proporcionar empleos bien remunerados y mejorar la economía de California; y, a la vez, reducir la contaminación del aire, los gases de efecto invernadero que causan el calentamiento global y nuestra dependencia en petróleo extranjero, se deberán emitir bonos por un valor de \$6.65 mil millones para

UNITED STATES REPRESENTATIVE  
REPRESENTANTE DE ESTADOS UNIDOS

44th Congressional District  
Circulo Congresional 44.º

# Election Day

## Issuing Electronic Provisional Ballots

Electronic Provisional ballot voters must complete and sign the white pages in the "Paper/Electronic Provisional Voter Roster." **Voters requesting to vote on the Accessible Voting Unit do not complete the blue "Paper Provisional Voters Only" section.**

### Paper/Electronic Provisional Voter Roster

#### Electronic Provisional Ballot Issue Guide

1. Remove the Provisional Voter Roster, a Provisional Ballot Issue Guide (this sheet), and the Provisional Voting Information Card (pad) from inside the Transport Bag.

2. Have the Provisional Voter complete and sign the "TO BE COMPLETED BY VOTER" portion of the roster.

3. Insert a voter card into the Card Activator.

4. Follow the instructions below for activating the voter card.

5. Record the Voter ID# from the card activator display. Indicate the reason for issuing the Provisional Ballot by marking the appropriate circle in the "Reason for Issue" area of the entry block. If "Other" is marked provide a brief explanation.

6. Issue the Ballot Stencil with appropriate return address and signature to the voter. Thank the voter.

If the voter refuses to provide or does not have a CA DMV Lic. or State ID

Insert Voter Card Press "V" (Provisional) Press "YES" Copy ID

#### ELECTRONIC PROVISIONAL VOTERS MUST COMPLETE THE BLOCK BELOW.

PROVISIONAL VOTERS MUST SIGN IN THE "TO BE COMPLETED BY VOTER" SECTION OF THE ROSTER. THE ELECTRONIC PROVISIONAL VOTER ONLY NEEDS TO COMPLETE THE "TO BE COMPLETED BY VOTER" SECTION BELOW FROM THE "REASON FOR ISSUE" SECTION.

TO BE COMPLETED BY PRECINCT OFFICER

TO BE COMPLETED BY VOTER

TO BE COMPLETED BY VOTER - Please Print

I declare that I reside at the current residence address listed below, I am a registered voter in Riverside County, eligible to vote in this election. I have not voted previously in this election; I have not, nor do I intend to, apply for a vote-by-Mail ballot from any jurisdiction for this election.

VOTER'S NAME: As Registered

SIGNATURE: CA DMV Lic. # Or State ID#

I declare under penalty of perjury that the declarations made herein are true and correct to the best of my knowledge and belief.

BIRTH DATE: BIRTH PLACE: US CITIZEN? YES [ ] NO [ ]

CURRENT RESIDENCE ADDRESS: (No P.O. Box, Business address, or out of county)

PREVIOUS RESIDENCE ADDRESS (Reasons 1 & 5 only):

### Paper/Electronic Provisional Voter Roster

✦ The Provisional Voter Roster is used for both paper and electronic Provisional voters. The voter must complete the next available entry block in the white pages of the roster.

**Note: Due to procedural changes required by the Secretary of State, Provisional Voters are now REQUIRED to provide an ID number (Driver's license or State Issued ID). Note: If the voter refuses to provide or does not have an ID, you must still issue the provisional ballot. Be sure to record "No ID" reason #5.**

Mark the reason for issuing the electronic Provisional Ballot on the left side of the block by filling in circle. When checking "Other" provide a reason for issuing the electronic Provisional Ballot. **Have the voter complete and sign the right side of the roster page.**

Have voters write their ID# CA Drivers License number or CA State ID number as shown.

#### TO BE COMPLETED BY PRECINCT OFFICER

#### TO BE COMPLETED BY VOTER

Voter ID#(from Display) A001124-003  
Reason for Issue  
1. ☐ Not in Combined Roster & Index  
2. ☐ Vote-by-Mail Voter (No ballot to surrender)  
3. ☒ ID Required Voter - no ID  
4. ☐ Extended Voting (Court Order)  
5. ☐ Other

#### OFFICE USE ONLY

Affidavit #  
Party Voter's Pct.  
☐ Not Registered ☐ Voted AV ☐ Voted in home Pct  
☐ Signature doesn't match  
☐ Accept ☐ Reject ☐ Modify Initials

#### TO BE COMPLETED BY VOTER - Please Print

I declare that I reside at the current residence address listed below, I am a registered voter in Riverside County, eligible to vote in this election. I have not voted previously in this election; I have not, nor do I intend to, apply for a vote-by-Mail ballot from any jurisdiction for this election.

VOTER'S NAME: Akeema McWhorter DATE: 5/19/09 PARTY: None  
As Registered As Registered

SIGNATURE: Akeema McWhorter CA DMV Lic. # Or State ID#: D4709922

I declare under penalty of perjury that the declarations made herein are true and correct to the best of my knowledge and belief.

BIRTH DATE: 10/08/90 BIRTH PLACE: Orange, CA US CITIZEN? YES [ ] NO [ ]

CURRENT RESIDENCE ADDRESS: 875 Browning Ct. APT# 1 City Riverside  
(No P.O. Box, Business address, or out of county)

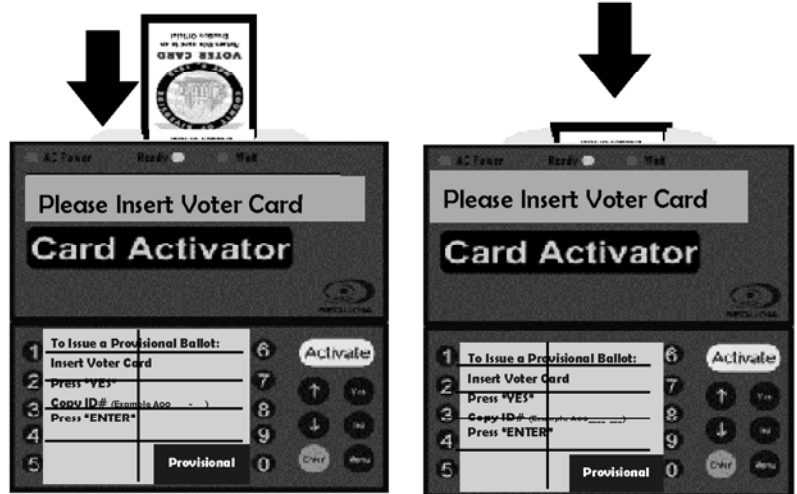
PREVIOUS RESIDENCE ADDRESS (Reasons 1 & 5 only):

# Election Day

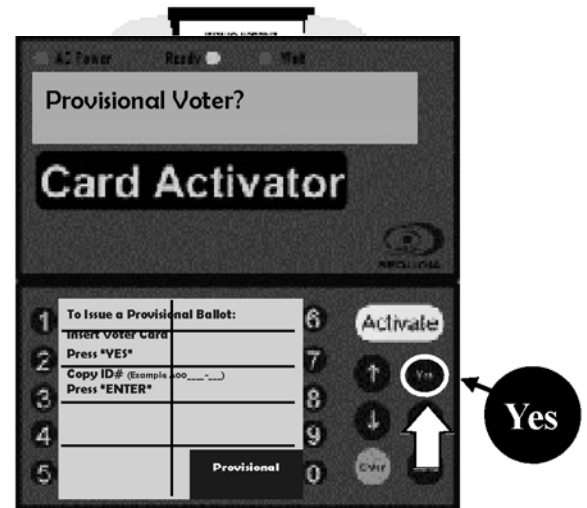
## Activating a Provisional Electronic Voter Card

Once the voter has completed the next available entry block in the Provisional Roster white pages, a Voter Card must be activated and issued. (**If the voter refuses to provide a current ID or does not have one the Provisional Ballot must still be issued.**) Follow the steps below to activate a Provisional electronic voter card:

- 1 Take a Voter Card from the box of cards. With the yellow arrow on the card pointing down and the logo facing you, place the card in the yellow slot and push all the way down until it lodges in the Card Activator.



- 2 The prompt will change to: **"Activate this card?"**  
Press **"0"** to activate the card as a Provisional Ballot Voter Card.



- 3 The Prompt will change to: **"Provisional Voter?"**  
Press **"Yes"** to confirm the Provisional Voter status.

# Election Day

## Activating an Electronic Provisional Voter Card (Cont'd)

**It is VERY IMPORTANT that the ID number be notated in both the "Provisional Roster" and in the "TRACKING NUMBER" box on the "Provisional Voting Information Card".**

**4** The Prompt will read on the first line: **"Copy ID, then press ENTER"**.  
The second line will show the Voter's provisional ID number, ex. **A001124-003**.

**5** Record the Electronic ID number from the display onto the "Copy ID# (from Display)" in the "Paper/Electronic Provisional Voter Roster" and onto the "TRACKING NUMBER" block on the blue "Provisional Voting Information Card".

Card Activator

Copy ID, then press ENTER  
A001124-003

1 To Issue a Provisional Ballot:  
2 Insert Voter Card  
3 Press "YES"  
4 Copy ID# (from Display)  
5 Press "ENTER"

6 Activate

7 ↑ Yes  
8 ↓ No  
9 OK  
0 Cancel

**PROVISIONAL VOTING INFORMATION CARD**

Why am I being offered a Provisional Ballot to Vote?  
(Election Officer please check with an x or v to identify a reason.)

☐ Your name was not on the voter roster for this polling place.

☐ You were sent a ballot in the mail and you want to vote in person, but you cannot surrender it now.

☐ This is your first time voting in a Federal election and you cannot provide an acceptable ID.

☐ You have moved and have not re-registered.

☐ You are voting in other than your assigned polling place.

☐ You asked to vote a Provisional Ballot.

How will my Provisional Ballot be counted?

◆ If you are a Riverside County registered voter, your vote for Statewide and Federal offices and State Measures will be counted.

◆ If you are a Riverside County registered voter, your vote for local offices and measures will be counted for contests in jurisdictions and districts in which you reside.

How can I find out if my Provisional Ballot was fully or partially counted?

◆ To learn your Provisional Ballot status you may contact the registrar of Voters office at 1-800-773-8683, on or after December 3, 2008. Provide the unique tracking number on this card to the phone operator to determine your ballot status.

◆ You can also go on line to [www.voteinfo.net](http://www.voteinfo.net) and use the same tracking number to determine your ballot status.

**TRACKING NUMBER**

Your electronic Provisional ballot will be identified by this tracking number.

**A001124-003**

If you would like to know whether your Paper Provisional Ballot was counted, refer to the REFERENCE number on the envelope and provided at the time of voting.

SEE OTHER SIDE FOR SPANISH

**TO BE COMPLETED BY  
PRECINCT OFFICER**

**TO BE COMPLETED BY  
VOTER**

Voter ID#(from Display) A001124-003

**Reason for Issue**

1. ☐ Not in Combined Roster & Index

2. ☐ Vote-by-Mail Voter (No ballot to surrender)

3. ☒ ID Required Voter – no ID

4. ☐ Extended Voting (Court Order)

5. ☐ Other \_\_\_\_\_

**OFFICE USE ONLY**

Affidavit # \_\_\_\_\_

Party \_\_\_\_\_ Voter's Pct. \_\_\_\_\_

☐ Not Registered ☐ Voted AV ☐ Voted in home Pct.

☐ Signature doesn't match

☐ Accept ☐ Reject ☐ Modify Initials \_\_\_\_\_

**TO BE COMPLETED BY VOTER – Please Print**

I declare that: I reside at the current residence address listed below, I am a registered voter in Riverside County, eligible to vote in this election; I have not voted previously in this election; I have not, nor do I intend to, apply for a Vote-by-Mail ballot from any jurisdiction for this election.

VOTER'S NAME: Akeema McWhorter DATE: 5/19/09 PARTY: None

As Registered \_\_\_\_\_ As Registered \_\_\_\_\_

SIGNATURE: Akeema McWhorter CA DMV Lic.# Or State ID#: D4709922D

I declare under penalty of perjury that the declarations made herein are true and correct to the best of my knowledge and belief.

BIRTH DATE: 10/08/90 BIRTH PLACE: Orange, CA US CITIZEN? YES [ ☒ ] NO [ ☐ ]

CURRENT RESIDENCE ADDRESS: 875 Browning Ct. APT# \_\_\_\_\_ City Riverside

(No P.O. Box, Business address, or out of county)

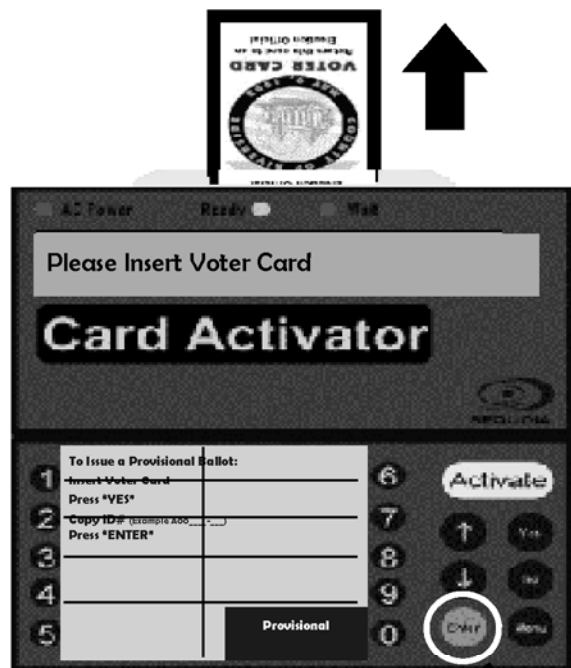
PREVIOUS RESIDENCE ADDRESS (Reasons 1 & 5 only): \_\_\_\_\_ City \_\_\_\_\_

**ELECTION DAY (MORNING/DAY)**

# Election Day

## Activating an Electronic Provisional Voter Card (Cont'd)

ELECTION DAY (MORNING/DAY)



6

Press the green **“Enter”** key to activate the Provisional Voter Card. The activated Voter Card will pop up and the prompt will again read: **“Please Insert Voter Card.”**

Enter

7

Give voter the activated Voter Card **and** the Provisional Voting Information Card. Ask the voter if they need instruction on the use of the voting unit. Advise the voter to use the rubber tipped stylus for making selections on the touchscreen and to return both the Voter Card and stylus after voting to a Precinct Officer. Remind all voters to protect their privacy. *DO NOT LEAVE THE VOTING UNIT UNTIL SCROLLING OF PAPER RECORD IS COMPLETED.*



**DO NOT LEAVE VOTING UNIT  
UNTIL SCROLLING OF PAPER RECORD IS COMPLETE**

**NO ABANDONE ESTA UNIDAD DE VOTACIÓN  
HASTA QUE EL COMPROBANTE DE SU BALOTA YA NO SE MIRE**

8

Issue an “I Voted ” sticker upon return of the Voter Card and stylus and thank him/her for voting.





# Election Day

## Processing Provisional Voters Extended Voting Court Order

### Extended Voting Hours by Court Order

California Election Code 14402.5, provides for extended voting hours by court order. "If the time for closing the polls is extended pursuant to a court order, all votes cast during the time that the closing of the polls is extended shall be by a **Provisional Ballot**."

When the court orders voting hours to be extended, the Registrar of Voters will immediately inform the assigned **Range Inspector** of the start and end times for extended voting hours. The Range Inspectors will then inform their Precinct Board officers.

The following procedures will be followed after an order has been issued to extend the voting hours:

- ♦ At 8:00 pm when the polls close, any voters in line will be processed and allowed to vote in the regular manner. A Precinct Officer will make a "Last Voter" sign to be given to the last person in line and announce to all voters present that this is the last voter to be processed in the regular manner. Any voter following the "Last Voter" will be processed as a Provisional Voter in accordance with State Law.
- ♦ The Voter must complete a blue envelope for a paper ballot or the entry block in the Provisional Roster white pages for an electronic ballot. The Election Officer will indicate the reason for issuing the Provisional ballot by marking the appropriate reason. A Provisional specific voter card will be activated and issued if a voter requests to vote electronically. Be sure to record the Copy ID number from the card activator display onto the Provisional roster. Issue the voter the blue provisional envelope or activated voter card, if voting electronically, the Provisional Voting Information Card, and a rubber tipped stylus.

ELECTION DAY (MORNING/DAY)

TO BE COMPLETED BY PRECINCT OFFICER	TO BE COMPLETED BY VOTER
<p>Voter ID# (from Display) _____</p> <p><b>Reason for Issue</b></p> <p>1. <input type="radio"/> Not in Combined Roster &amp; Index</p> <p>2. <input type="radio"/> Vote-by-Mail Voter (No ballot to surrender)</p> <p>3. <input type="radio"/> ID Required Voter – no ID</p> <p>4. <input checked="" type="radio"/> Extended Voting (Court Order)</p> <p>5. <input type="radio"/> Other _____</p> <p><b>OFFICE USE ONLY</b></p> <p>Affidavit # _____</p> <p>Party _____ Voter's Pct. _____</p> <p><input type="checkbox"/> Not Registered <input type="checkbox"/> Voted AV <input type="checkbox"/> Voted in home Pct</p> <p><input type="checkbox"/> Signature doesn't match <input type="checkbox"/> Accept <input type="checkbox"/> Reject <input type="checkbox"/> Modify Initials _____</p>	<p><b>TO BE COMPLETED BY VOTER – Please Print</b></p> <p>I declare that: I reside at the current residence address listed below, I am a registered voter in Riverside County, eligible to vote in this election; I have not voted previously in this election; I have not, nor do I intend to, apply for a Vote-by-Mail ballot from any jurisdiction for this election.</p> <p>VOTER'S NAME: _____ (Please Print Neatly) DATE: _____ PARTY: _____</p> <p>As Registered</p> <p>SIGNATURE: _____</p> <p>I declare under penalty _____</p> <p>BIRTH DATE: _____</p> <p>CURRENT RESIDE _____</p> <p>PREVIOUS RESIDE _____</p> <p><b>COUNTY OF RIVERSIDE PROVISIONAL BALLOT ENVELOPE</b></p> <p>REFERENCE # _____</p> <p>▲ REMOVE THIS STUB ▲</p> <p>If you would like to know whether your Provisional Ballot was counted, please visit our website at <a href="http://www.voteinfo.net">www.voteinfo.net</a> or call our office at 951-496-7200 Monday through Friday, 8:00am to 5:00pm at least 30 days after the election and provide the REFERENCE # on this stub.</p> <p>REFERENCE # _____</p> <p><b>REASON FOR USING PROVISIONAL ENVELOPE:</b></p> <p><input type="checkbox"/> A voter whose name is not on the Combined Roster and Index.</p> <p><input type="checkbox"/> A Vote-by-Mail applicant who wishes to vote at Polls. (Unable to surrender ballot)</p> <p><input type="checkbox"/> HAVA first time voter - no ID</p> <p><input checked="" type="checkbox"/> Extended Voting (Court Order)</p> <p><input type="checkbox"/> Other _____</p> <p><b>PRECINCT BOARD MEMBER</b></p> <p>NOTES: _____</p> <p><input type="checkbox"/> Accept Affidavit # _____ Party _____</p> <p><input type="checkbox"/> Reject Assigned V.P. # _____ Ballot Type _____</p> <p><input type="checkbox"/> Modify Reason: _____ Initials _____</p>



# Election Day

## Challenged and Assisted Voters

### Challenged Voters

**Contact the Registrar of Voters Officer prior to challenging any voter.**

Voters can be challenged by a member of the precinct board on any or all of the following grounds (See Election Officers Digest for details.):

- ✦ Voter is not the person whose name appears on the “Combined Roster and Index.”
- ✦ Voter is presently on parole for the conviction of a felony.
- ✦ Voter is not a resident of the precinct.
- ✦ Voter is not a citizen of the United States.
- ✦ Voter has voted that day.

CHALLENGE LIST (E.C. 14252)				
ALWAYS CONSULT THE REGISTRAR OF VOTERS OFFICE BEFORE CHALLENGING A VOTER				
CHALLENGE: A person offering to vote may be orally challenged within the polling place, only by a member of the Precinct Board upon any or all of the following grounds:				
(a) That he/she is not the person whose name appears on the Roster.		(d) That he/she has voted that day		
(b) That he/she is not a resident of the precinct		(e) That he/she is presently on parole for the conviction of a felony		
(c) That he/she is not a citizen of the United States				
NOTE: If any member of a Precinct Board receives any document concerning the residence or voting qualifications of any person with the express or implied suggestion that such Person be challenged, he/she shall immediately contact the Registrar of Voters.				
For further information pertaining to challenges and the determination thereof, reference is made to the Election Officers Digest.				
CHALLENGE LIST: The record of those who have been challenged and the disposition of the challenge by the Precinct Board must be entered separately in the CHALLENGED LIST below. When any voter who has CHALLENGED the Roster does NOT vote, his/her name is not entered by a member of the Precinct Board, in CERTIFICATE OF COMPLETION.				
NAME AND ADDRESS OF EACH PERSON CHALLENGED	NAME, ADDRESS AND VOTER IDENTIFICATION OF EACH PERSON OFFERING INFORMATION CONCERNING ANY PERSON'S QUALIFICATIONS TO VOTE	THE GROUNDS OF CHALLENGE	DETERMINATION OF THE BOARD	
NAME & ADDRESS	NAME & ADDRESS	VOTER IDENTIFICATION		
				<input type="checkbox"/> ALLOWED
				<input type="checkbox"/> DENIED
				<input type="checkbox"/> ALLOWED
				<input type="checkbox"/> DENIED
				<input type="checkbox"/> ALLOWED
				<input type="checkbox"/> DENIED

LIST OF ASSISTED VOTERS (E.C. 14283)			
I DECLARE UNDER OATH THAT I AM UNABLE TO MARK MY BALLOT WITHOUT ASSISTANCE. Following are the names of those persons who were assisted in marking their ballots.			
INITIALS	NAME OF PERSON ASSISTED	INITIALS	NAME OF PERSON ASSISTED

### Assisted Voters

Some voters may need assistance in marking or understanding their ballots. They can request help or bring an assistant. After processing the voter requesting assistance, the Election Officer must notate the voter's name on the “List of Assisted Voters” (located inside the back cover of the “Combined Roster and Indices A-L & M-Z”) and obtain the voter's initials next to their printed name, **before** being assisted with voting.

Once documented the “Assisted Voter,” can be helped, by up to 2 people, in whatever manner they require. The person(s) providing assistance may be of any age, do not have to be registered to vote, noted or identified, **but** can not be the voter's employer, an agent of the voter's employer, or an officer or agent of the union of which the voter is a member. **If asked, an Election Officer can provide the needed assistance to voters. This may include, but is not limited to, translation, reading the ballot, marking the voter's ballot or touching the screen at the voters request. (EC 14282)**

**If additional assistance is required, contact your Range Inspector, or the Elections Officers & Polls Division at: (toll free) or**

### Accommodating Voters with Specific Needs

The California Association of Clerks and Elections Officials (CACEO) has designated a portion of the voting population as Voters With Specific Needs. Special accommodations may be



necessary to provide access and independence to this group of voters. Specific Need Voters are voters who require language assistance, have communication, literacy, and/or comprehension challenges, have mobility, visual, hearing, and/or other impairments including invisible disabilities which complicate their ability to vote.

We have moral and legal obligations to provide support and protect the civil rights of Specific Need Voters. We guarantee, as with all voters, their privacy and a secret ballot.

Our responsibility is to be sensitive and understanding of these voters' needs. Do not presume that assistance is required or question any requests for or the refusal of assistance. This is not always easy, but we are obliged to ensure that no voter is embarrassed, humiliated, or disenfranchised.

Use common sense, courtesy, and the following information and suggestions to assist your "Specific Need" voters.



### *The Ten Commandments of Communicating with People with Disabilities*

1. Speak directly rather than through a companion or sign language interpreter who may be present.
2. Offer to shake hands when introduced. People with limited hand use or an artificial limb can usually shake hands and offering the left hand is an acceptable greeting.
3. Always identify yourself and others who may be with you when meeting someone with a visual disability. When conversing in a group, remember to identify the person to whom you are speaking.
4. If you offer assistance, wait until the offer is accepted. Then listen or ask for instructions.
5. Treat adults as adults. Address people with disabilities by their first names only when extending the same familiarity to all others. Never patronize people in wheelchairs by patting them on the head or shoulder.
6. Do not lean against or place your hand on someone's wheelchair. Bear in mind that people with disabilities treat their chairs as extensions of their bodies.
7. Listen attentively when talking with people who have difficulty speaking and wait for them to finish. If necessary, ask short questions that require short answers, or a nod of the head. Never pretend to understand; instead repeat what you have understood and allow the person to respond.
8. Place yourself at eye level when speaking with someone in a wheelchair or on crutches.
9. Tap a person who has a hearing disability on the shoulder or wave your hand to get his or her attention. Look directly at the person and speak clearly, slowly, and expressively to establish if the person can read your lips. If so, try to face the light source and keep hands, cigarettes, and food away from your mouth when speaking.
10. Relax. Don't be embarrassed if you happen to use common expressions such as "See you Later" or "Did you hear about this?" that seems to relate to a person's disability.

### Voters with Language, Literacy, and Comprehension Needs

Voters who are unable to speak or read English, to read or write, have comprehension or communication problems may not understand how to correctly complete their ballot. They may need assistance. Use the following guidelines to assist the voter in these situations:

- ◆ Face the voter and speak directly to the voter.
- ◆ Offer the voter the option of an Audio ballot when unable to read or comprehend the text ballot.
- ◆ Address comprehension (including non-English speakers) and literacy issues by using Sample Ballot graphics and oral communication to demonstrate voting procedures.
- ◆ Assure the voter that you are there to assist, being careful to preserve the voter's privacy.



### Voters with Hearing & Speech Impairment(s)

Voters with hearing impairment(s) can vote independently given guidance and assistance. Hearing-impaired voters can bring a translator(s)/interpreter(s) to assist in marking the ballot. Notate the voter's name on the List of Assisted Voters and have voter initial.

Have writing materials available at all times to assist voters with speaking and hearing difficulties. Use the following guidelines when working with hearing or speech impaired voters:

- ◆ Face the voter; speak clearly and directly to the voter.
- ◆ Elevate your voice volume, when appropriate.
- ◆ Use written communication, when appropriate.
- ◆ Address voters with hearing impairment(s) by demonstrating procedures using Sample Ballot graphics supplemented with a suitable volume for oral communication.
- ◆ For any questions or other assistance give the voter the TTY number for the Registrar of Voters' Office.



# Election Day

## Assisting Voters with Specific Needs (Cont'd)

### Monolingual Spanish or Other Language Speaking Voters

Voters whose primary language is exclusively Spanish or another language may be accompanied by interpreter(s)/translator(s) to assist them. Voters can choose anyone as an interpreter(s)/translator(s) to communicate with the precinct board and/or translate the ballot. If assistants are to help at the voting booth notate the voter's name in "List of Assisted Voters" and have the voter initial. There are no restrictions or age limits on who can assist a voter with voting. Use the following guidelines to effectively communicate with voters speaking different languages:

- ✦ Face and directly speak to the voter.
- ✦ With an interpreter/translator assisting, speak directly to the voter when asking and answering questions.
- ✦ Offer Spanish speaking voters translated materials.
- ✦ Offer the audio ballot to voters that are unable to read or comprehend a text ballot .
- ✦ Address comprehension and literacy issues by demonstrating procedures using the graphics in the Spanish Sample Ballot, supplemented with oral communication.
- ✦ Speak slowly and clearly without raising the volume of your voice. assure voters that you are there to assist and preserving the voter's privacy.



**¿Usted Necesita Ayuda Bilingüe?**  
¡Aquí se le ofrece ayuda bilingüe en español!

Si no hay ayuda en español  
disponible llame al:  
\_\_\_\_\_  
(sin costo)



If Spanish language assistance  
is not available call:  
\_\_\_\_\_  
(toll free)

**Do You Need Bilingual Assistance?**  
Spanish language assistance is provided here!

**Call the following number for Spanish Language Assistance if an interpreter/translator is not available to assist the voter**

### Voters with Visual Impairment(s)

Voters who are visually impaired can vote with limited assistance or may require assistance from an assistant, or a member of the precinct board. Never *assume* that voters *require* assistance. Many visually impaired individuals have mastered skills that allow them to move freely from one location to another and perform many functions without assistance. Use the following guidelines to assist visually impaired voters:

- ✦ Speak directly to the voter.
- ✦ Offer the voter access to either the audio or touch screen ballot.
- ✦ The voters may ask friends, family members, or a board member to assist with voting their ballot. Document the voter on the *List of Assisted Voters* and obtain voter's initials.
- ✦ Provide instruction on the audio feature when requested.
- ✦ Have the voter describe situations and ask questions when encountering problems or not understanding instructions from the audio unit. Assist with the correct course of action.
- ✦ Never touch a voter or their keypad without requesting and receiving permission to do so.
- ✦ Assure the voter you are there to assist and to preserve their privacy.
- ✦ Offer the supplied magnifier sheet to the voter with limited vision.



**Offer your assistance as often as necessary**

# Election Day

## Assisting Voters with Specific Needs Cont'd

### Voters with Restricted Mobility

Voters with mobility restrictions, with crutches, walker, cane, etc., may require additional assistance entering the polling place. Provide any assistance that is requested. Voters can be accompanied by an assistant to aid in casting their ballots. They must authorize their assistance in the *List of Assisted Voters*. Use the following guidelines in assisting Restricted Mobility voters:

- ✦ Remove obstacles from the voter's path of travel.
- ✦ Offer a chair to voters that state they cannot stand for extended periods of time.
- ✦ Adjust the touch screen on the Accessible Voting Unit or the paper ballot booth to accommodate the voter.
- ✦ Offer the voter a Rubber-Tipped Stylus, when using the Accessible Voting Unit.
- ✦ Offer the Audio Ballot when appropriate (limited motion required to operate keypad).
- ✦ Offer the Curbside option to voters unable to enter the Polling Place (See Curbside Voter instructions).
- ✦ **Never** ask voters or assisting persons why they are unable to vote inside the polling place.



### Voters in a Wheelchair

Each Polling Place in the County is surveyed in accordance with accessibility guidelines and are noted as being accessible or not accessible on the Sample Ballot.

The Accessible Voting Unit and the ADA accessible paper voting booth are both wheelchair accessible. Use the following procedures for assisting a voter in a wheelchair :

- ✦ Remove any obstacles from the voter's path of travel.
- ✦ Adjust the paper voting unit and/or the touch screen to accommodate the voter.
- ✦ Prop open heavy and difficult to open doors.
- ✦ If there are no handicap accessible parking areas, find a relatively level parking area near the Polling Place entrance and designate a parking space as handicapped with the provided signs.
- ✦ Offer Curbside option to voters unable to enter the Polling Place.



**Offer your assistance as often as necessary**



# Election Day

## Assisting Voters with Specific Needs Audio Voting

### ELECTION DAY (MORNING/DAY)

#### Electronic Voting Unit for Voters with Disabilities and Special Needs

- ✦ The California Secretary of State announced the decertification of all Electronic voting units, and the recertification of the same to allow counties to have only one Accessible Voting Unit in each polling place on Election Day. The AVU complies with the disability access requirements of the Help America Vote Act (HAVA).
- ✦ Place the Accessible Voting Unit in a close and easy accessible part of the polling place.
- ✦ Some voters have disabilities that are not apparent known as “Invisible Disabilities.”
- ✦ **DO NOT QUESTION VOTERS WHY THEY WANT TO USE THE Accessible Voting Unit.** Simply allow the voter to use the unit.
- ✦ A minimum of five voters are required to vote on the Accessible Voting Unit to protect the secrecy of the ballot. If there are less than five voters recruit voters to comply with the requirement of a minimum of 5 votes on the unit.



**Note: The Accessible Voting Unit may be used by any voter upon request.**

# Election Day

## Assisting Voters with Specific Needs Audio Voting (Cont'd)

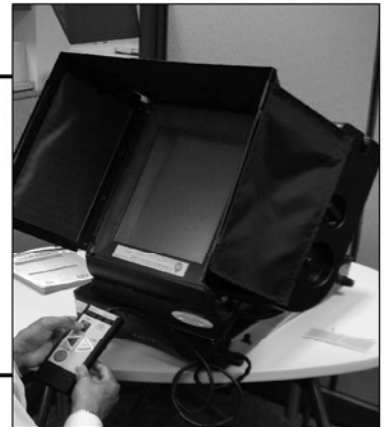
### Audio Voters



The Accessible Voting Unit audio accessory allows voters the capability of voting with the touch screen. Voters may request an audio ballot for a variety of reasons; many are visually impaired. However, voters may opt for the audio ballot for any reason and they are under no obligation to provide a reason. **Never ask voters to explain why they seek access to an audio ballot!**

### Audio Voting Mode

The Accessible Voting Unit is equipped to be an audio voting booth. Each unit comes with instructions on placing the unit into Audio Voting Mode. In audio mode the screen will be blank and the audio will begin once the voter card has been inserted into the yellow slot of the machine.



### Assisting Audio Voters

The **Audio Voting Booklet** provides instructions on how to activate the voting unit into the audio mode. It also provides instructions on assisting the voter in using the audio voting keypad. Making selections using the keypad should be performed **only** by the voter unless the voter specifically asks for assistance. If assistance is requested, the voter must be notated on the **List of Assisted Voters** found on the inside back cover of the "Combined Roster and Index (A-L or M-Z)."

## Audio Voting Instructions



# Election Day

## Assisting a Curbside Voter

**Curbside Voters** may be voters with physical limitations or an illness that do not allow them to enter the Polling Place. They are allowed to vote by either paper ballot or an electronic ballot. The paper ballot or the AVU is taken out to these voters to vote. (E.C. 14282, E.C. 12280) Use the following procedures to process curbside voters.

- ✦ A voter's relative(s) or agent will inform you of a voter's inability to enter the polling place. **Never ask the voter or the assisting person why the voter is unable to vote inside.** The Registrar of Voters may call you to inform you that a curbside voter will be arriving, a precinct board member must be on the look out if a voter arrives at the curb.
- ✦ Request the name and address of the voter and check the "Combined Roster and Index" to determine the voter's eligibility. Once found, write the word "Curbside Voter" on the signature line of the roster next to the voter's name. Be sure to record the cross reference number on the yellow Post-It pad to update your Street Index. **If the voter is not found in your Combined Roster and Index, Authorized Voters list, or the green "Supplemental Voter Roster List" the voter may only vote by Provisional Ballot.** Use the following instruction to properly issue Regular and Provisional curbside ballots.

### Regular Paper Ballots

- ✦ Take from the back pocket of the "Combined Roster and Index M-Z," the **Curbside Voter Roster** and assemble with the following materials: a paper ballot, a pen, a secrecy sleeve and an "I Voted or Yo Voté" sticker. Take these items to the curb to the voter.
- ✦ Ask the Voter to sign and complete the next available line on the "Curbside Voter Roster."
- ✦ Tear the ballot stub from the top of the ballot and give the voter the stub and paper ballot and a pen.
- ✦ Remain with the voter until the ballot is voted.
- ✦ At completion of voting, ask the voter to place the ballot inside the secrecy sleeve and return to an Election Officer.
- ✦ Retrieve the pen and thank the voter for voting, and issue the voter an "I Voted or Yo Voté" sticker.
- ✦ The Election Officer will return to the polling room and deposit the ballot into the blue ballot box.
- ✦ Return the "Curbside Voter Roster" to the back pocket of the "Combined Roster and Index M-Z".

ELECTION DAY (MORNING/DAY)

**Voter Roster List**  
Consolidated Statewide Special

Election Date: 05/19/2009

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to try to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 1809)

**ADVERTENCIA:** Es un crimen penal con encarceramiento en la Prisión Estatal o en la Cárcel del Condado por votar más de una vez, intentar votar más de una vez, personificar a un votante, o intentar personificar a un votante.

NUM	VOTER NAME AND ADDRESS	ELECTRONIC	BIRTH	SIGNATURE
809	Acende, Josefa G 1241 Laurel Ave	<input type="checkbox"/>	3/85	
570	Alja, Gabriel 1835 Rosemont Cir	<input type="checkbox"/>	4/55	
280	Arreola, Virginia 1286 Garrett Way	<input type="checkbox"/>	7/76	
600	Awad, Rased 801 Stalinger Pl	<input type="checkbox"/>	9/81	

**CURBSIDE VOTERS ROSTER**  
(E.C. 14280)

PREPARED: It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to try to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 1809)

ADVERTENCIA: Es un crimen penal con encarceramiento en la Prisión Estatal o en la Cárcel del Condado por votar más de una vez, intentar votar más de una vez, personificar a un votante, o intentar personificar a un votante.

NUM	PREPARED	Voter Name/Nombre del Votante	Signature/Firma	Residence Address/Dirección
G 1	P	Virginia Arreola	Virginia Arreola	1286 Garrett Way
G 2				
G 3				
G 4				
G 5				
G 6				
G 7				
G 8				
G 9				

NOTE: AFTER VOTER HAS COMPLETED, RETURN TO THE BACK POCKET AND RECORD IN THE STREET INDEX.

NOTA: DESPUÉS DE QUE EL VOTANTE HAYA COMPLETADO, DEVOLVER A LA CARPETA DE ATRÁS Y REGISTRAR EN EL ÍNDICE DE CALLES.

**PAPER BALLOT VOTING INSTRUCTIONS**  
(Elections Code Section 1809)

**VOTER BILL OF RIGHTS**

**Yo Voté**

**I Voted**

# Election Day

## Assisting a Curbside Voter (Cont'd)

### Electronic Accessible Voting Unit (AVU)

- ✦ Take from the pocket at the back of the “Combined Roster and Index M-Z” the **Curbside Voter Roster** assemble with the following materials: an activated Voter Card, a pen, and an “I Voted or Yo Voté” sticker.
- ✦ Unplug the voting unit from the power outlet, place the assembled materials on the reclined screen. With the assistance of another Election Officer, carefully carry the voting unit (with legs intact) outside to the voter. The unit will function by the internal battery.
- ✦ Instruct the voter to sign and complete the next available line on the “Curbside Voter Roster.” Give the Activated Voter Card and rubber tipped stylus to the voter. Provide instructions on using the Accessible Voting Unit (AVU). **Remain with the voter until the ballot is cast.**
- ✦ At the completion of voting, retrieve the Voter Card, and rubber tipped stylus, and issue an “I Voted or Yo Voté” sticker. Return the unit to its original location in the Polling Place, plug back into the power outlet.

**Voter Roster List**

Election Date: 05/19/2009  
Consolidated Statewide Special

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to try to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18100-18105)  
**ADVERTENCIA:** Es un crimen penal con encarcelamiento en la Prisión Estatal, o en la Cárcel del Condado, votar, vote mas de una vez, intente votar mas de una vez, personifique ser un votante, o intente personificar a un votante. (Código de Elecciones, 18100-18105)

XREF NUM	VOTER NAME AND ADDRESS	ELECTRONIC BALLOT ISSUED	BIRTH DATE	SIGNATURE
800	Acerido, Jessica G 1241 Laurel Ave	<input type="checkbox"/>	3/85	Curbside Voter
570	Ajca, Gabriel 1885 Rosemont Cir	<input type="checkbox"/>	4/55	
280	Arreola, Virginia 1298 Glencrest Way	<input type="checkbox"/>	7/79	Inactive Voter
800	Awad, 601			

**CURBSIDE VOTERS ROSTER**  
(8.5. 1088)

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to try to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sec. 18100-18105)  
**ADVERTENCIA:** Es un crimen castigado por encarcelamiento en la Prisión Estatal, o en la Cárcel del Condado, votar más de una vez, intentar votar más de una vez, personificar a un votante, o intentar personificar a un votante. (Código de Elecciones, 18100-18105)

LINE NO.	First/Primer	Last/Ultimo	Signature/Firma	Residence/Address/Dirección
C 1	E	Jessica Acerido	Jessica Acerido	1241 Laurel Ave
C 2				
C 3				
C 4				
C 5				
C 6				
C 7				

INCLUDE THESE ON THE CERTIFICATE OF RETURN TO ROSTER POCKET AND RECORD THE WORDS "CURBSIDE VOTER"

**I Voted**

**Yo Voté**

**VOTER CARD**



## Assisting a Curbside Voter (Cont'd)

# Curbside Paper Provisional

- ◆ Two board members assemble the Provisional Ballot, the Provisional Blue Envelope, the “Paper/ Electronic Provisional Voter Roster,” a pen, and an “I Voted or Yo Voté” sticker and take outside to the Voter.
- ◆ Instruct the Voter to sign in the next available line of the blue “Paper Provisional Roster” and one board member return the roster to the voter processing table.
- ◆ On the back of the envelope the Election Officer must mark the reason for issuing the ballot (Check “Other” and provide a reason if necessary).
- ◆ Ask the voter to complete and sign the front of the blue Provisional Ballot Envelope.
- ◆ Tear the ballot stub from the ballot and give to the voter with the **Provisional Ballot (Provisional ballots are pre-folded)**.
- ◆ Remain with the voter until the ballot is voted.
- ◆ At completion of voting, request that the ballot be placed and sealed in the blue “Provisional Ballot Envelope” and return to you.
- ◆ Check the envelope to be sure it was completed and signed properly.
- ◆ Retrieve the pen and thank the voter for voting, and issue the voter an “I Voted or Yo Voté” sticker.
- ◆ The Election Officer will deposit the voted ballot into the brown carton ballot box inside the polling place.

***Provisional Curbside voters do not sign or complete the “Curbside Voter Roster”***

[illegible]

# Election Day

## Assisting a Curbside Voter (Cont'd)

### Curbside Electronic Provisional

- Two board members assemble the "Paper/Electronic Provisional Voter Roster" a pen, rubber tipped stylus, a "PROVISIONAL VOTING INFORMATION CARD" and an "I Voted" sticker.
- Activate a Provisional Voter card, note the ID number in the "Paper/Electronic Provisional Voter Roster" white pages in the Copy ID#(from Display) line and on the "Provisional Voting Information Card." Take the AVU with the above assembled items.
- On the "TO BE COMPLETED BY PRECINCT OFFICER" section of the white page entry block the Election Officer must mark the reason for issuing the provisional ballot (Check "Other" and provide a reason if necessary).
- Instruct the Voter to complete and sign in the "TO BE COMPLETED BY VOTER" section of the white roster pages and one board member return the roster to the voter processing table.
- Give the Activated Voter Card and rubber tipped stylus to the voter. Provide instructions on using the Accessible Voting Unit (AVU). **Remain with the voter until the ballot is cast.**
- At the completion of voting, retrieve the Voter Card, and rubber tipped stylus, and issue an "I Voted or Yo Voté" sticker. Return the unit to its original location in the Polling Place, **plug back into the power outlet.**

**Provisional Curbside voters do not sign or complete the "Curbside Voter Roster"**

**Paper/Electronic Provisional Voter Roster**

Please refer to the Paper/Electronic Provisional Ballot Issue Guide for detailed instructions on processing Provisional Voters

**Election Officers please note:**  
The first section inside this roster contains a roster designed ONLY for voters that are issued Paper Provisional Ballots. The second section inside the roster contains the roster designed ONLY for Electronic Provisional Ballots. For each person who casts an Electronic Provisional Ballot in your precinct, an "entry block" must be **genuinely** completed (except for the area designated "Office use only").

**PROVISIONAL VOTING INFORMATION CARD**

Why was a ballot offered as a Provisional Ballot to you?

☐ Official office paper checked with an error in displaying a reason.

☐ Your name was not on the voter roster for this polling place.

☐ You were not a ballot in this area and you want to vote for person, but you cannot vote in this area.

☐ That is your last time voting in a Federal election and you cannot provide an acceptable ID.

☐ You have moved and have not registered.

☐ You are voting earlier than your early voting period.

☐ You asked to vote a Provisional Ballot.

How will my Provisional Ballot be counted?

☐ If you are a Kentucky State registered voter, your vote for statewide and Federal offices and State Senators will be counted.

☐ If you are a Kentucky State registered voter, your vote for local offices and measures will be counted for persons in your election and if you wish, you may make:

How can I find out if my Provisional Ballot was fully or partially counted?

☐ By June of your County's or District's election date you may contact the register of voters office at (502) 575-2000, on or after December 8, 2006, provide the unique number on this card for a County's Provisional Ballot or voter ID#/ID#/ID# number for a Paper Provisional Ballot to the person responsible to determine your ballot status.

☐ You can also go on the Internet website and use the name tracking or tracking number to determine your ballot status.

**TRACKING NUMBER**

Your Electronic Provisional ballot will be identified by this tracking number.

If you would like to know whether your Paper Provisional Ballot was counted, refer to the APPENDIX number on the envelope and provided at the time of voting.

**SEE OTHER SIDE FOR SPANISH**

**TO BE COMPLETED BY PRECINCT OFFICER**

Voter ID#(from Display)

**Reason for Issue**

1. ☐ Not in Combined Roster & Index

2. ☐ Vote-by-Mail Voter (No ballot to surrender)

3. ☐ ID Required Voter - no ID

4. ☐ Extended Voting (Court Order)

5. ☐ Other

**OFFICE USE ONLY**

Affidavit # \_\_\_\_\_

Party \_\_\_\_\_ Voter's Pct. \_\_\_\_\_

☐ Not Registered ☐ Voted AV ☐ Voted in home Pct

☐ Signature doesn't match ☐ Absent ☐ Invalid ☐ Modify ☐ Initials \_\_\_\_\_

**TO BE COMPLETED BY VOTER**

**TO BE COMPLETED BY VOTER - Please Print**

I declare that: I reside at the current residence address listed below, I am a registered voter in Riverside County in this election; I have not voted previously in this election; I have not, nor do I intend to, apply for a from any jurisdiction for this election.

VOTER'S NAME: \_\_\_\_\_ (Please Print Neatly) DATE: \_\_\_\_\_ PA \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

I declare under penalty of perjury that the declarations made herein are true and correct to the best of my knowledge.

BIRTH DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ BIRTH PLACE: \_\_\_\_\_ US CITIZEN? \_\_\_\_\_

CURRENT RESIDENCE ADDRESS: \_\_\_\_\_ APT# \_\_\_\_\_ City \_\_\_\_\_

(No P.O. Box, Business address, or out of county)

PREVIOUS RESIDENCE ADDRESS (Reason 1 & 5 only): \_\_\_\_\_ City \_\_\_\_\_

**CURBSIDE VOTERS ROSTER**  
(E.O. 14176)

**PROVISIONAL CURBSIDE voters do not sign or complete Curbside Voters Roster!**

LINE NO.	Print Name/Residence Address	Signature	Residence Address
C 1			
C 2			
C 3			
C 4			
C 5			
C 6			
C 7			
C 8			
C 9			
C 10			

NOTE: AFTER VOTER HAS EXECUTED, RETURN TO VOTER PROCESSING TABLE AND RECORD ON BACK OF CURBSIDE VOTER ROSTER.

### Poll Watchers

Poll Watchers can be anyone, but most often they are representatives working with a political party or a campaign. They monitor the procedures at the polls and check the *Roster-Precinct Street Index* throughout the day. Law allows poll watching, but the following rules and guidelines must be followed:

- ✦ Poll watchers are **NOT** permitted to disturb voters or interfere with the election process in any way.
- ✦ Poll watchers may **NOT** sit at the election table.
- ✦ Poll watchers are **NOT** permitted behind the voting equipment or in the "voting area." Do not allow anyone other than a voter to touch the voting equipment unless a Riverside County Registrar of Voters ID is shown.
- ✦ Poll watchers may **NOT** remove the Roster-Precinct Street Index from the voting room. It may be removed from wherever it is displayed, but must be returned.
- ✦ Poll watchers may **NOT** at any time, handle ballots.
- ✦ If more than one person wishes to use the Roster-Precinct Street Index, it must be equally shared.
- ✦ Poll Watchers may not photograph or videotape voters. (E.C. 18541(3))

### Poll Watchers

(Sections 14221, 14223, 18370, 18502 Elections Code)

A poll watcher is someone who is observing the procedures at the polls and/or monitoring who has, or who has not voted.

\*\*\* Some Things To Remember \*\*\*

As a poll watcher please be courteous to our board members as they are working a very long day and doing their very best. Please remain quiet and do not disturb board members or voters. And remember to allow the board reasonable space.

**You May Observe:**

- ✦ "Combined Roster Index" at the convenience of the board.
- ✦ Procedure for opening the polls
- ✦ Voting procedure during the day
- ✦ Closing procedure

**You May NOT:**

- ✦ Interfere with the board or the voting process
- ✦ Handle ballots
- ✦ Sit at the table
- ✦ Discuss any ballot or political issue
- ✦ Be in the area where the voters are casting their ballots
- ✦ Intimidate or impede board members or voters
- ✦ Remove street index from voting room
- ✦ Go behind the voting equipment
- ✦ Photograph or videotape voters for the purpose of intimidation [EC 18541(3)]
- ✦ If more than one person wishes to use the street index, it must be equally shared

### Press/Media

- ✦ Members of the press/media may come by your precinct on Election Day to observe and speak with precinct board members or voters. As with poll watchers, they may not interfere with the voting process. Ensure that they observe the rules concerning exit polling by staying 25 feet beyond the entrance of the Polling Place. **Media may videotape, film, or take pictures inside the polling place. Voters and Election Officers must give permission before being photographed or filmed at polling place.**
- ✦ Refer any questions you are not able to answer to the Registrar of Voters Office.



# Election Day

## Electioneering and Exit Polling

### Electioneering

Electioneering includes any effort to influence opinion, for or against, an issue or candidate. Electioneering is prohibited within 100 feet of the Polling Place entrance.

Some forms of electioneering are unintentional such as wearing a garment, sticker, pin, etc. depicting a candidate, political party, or measure. In such cases politely ask the voters to remove or cover the articles before entering the Polling Place. Other types of electioneering include circulating a petition, posting of signs (on stakes, fences, on or in automobiles, etc.), approaching or yelling at voters, or distributing campaign literature.

Remain composed when asking those engaged in electioneering to move the activity past the 100 foot boundary. A 100 foot long string is included in the Resource Materials bag to measure for the boundary. ***Note that "Within 100 feet of a polling place" means a distance of 100 feet from the room or rooms in which voters are signing the roster and casting a ballot.***

**If a situation occurs that threatens the security of you, your staff, or voters contact the Range Inspector, the Registrar of Voters' Office, and if necessary contact your local authorities (911). (E.C. 18370, E.C. 18540, 18541).**



### Exit Polling

Exit Polling is a brief interview of a voter when **leaving** the



Polls. Voters are under no obligation to speak to anyone engaged in exit polling. Interviews are conducted by either members of the media, campaign staff, or interest groups. Exit Polling is not permitted within 25' of the exit of the Polling Place.

Exit Polling differs from electioneering in that voters are addressed **as they leave** the Polling Place. Occasionally, the media will contact the Registrar of Voters and advise us that they intend to do exit polling at a particular polling site. When we are so advised we will notify the Precinct Inspector.

# Election Day

## Polling Place Tools

### ELECTION DAY (MORNING/DAY)

Situations will arise throughout Election Day that will need immediate attention. Be familiar with the following procedures in the event that you have to deal with any of the situations outlined below. Refer to the Step-by-Step procedures on the following pages.

#### Replacement Seal Log

If instructed by an official agent of the Registrar of Voters to remove the Tamper Evident Seal from a voting unit, complete the required information outlined in the Replacement Seal Log. During transport the results cartridge could dislodge. To reset the cartridge the Cartridge Compartment is opened, therefore the seals are removed. The cartridge is then removed, reinserted, and the compartment is closed and resealed.

#### Voter Card Activation Check

This procedure is used when voters claim the voter card does not work. An Election Officer manually ejects a voter card due to a "Vote Card Invalid..." message on the touch screen. The card is evaluated to determine if the card was actually voted or improperly activated.

#### Power Cycle Function

**This procedure is done prior to casting the ballot.** Certain circumstances make it necessary to "cancel" a ballot. This procedure erases any activity which took place after insertion of the Voter card. Be sure to document in the "Voting Equipment Incident Log Sheet" the reason for Power Cycling the Accessible Voting Unit.

#### LCD Calibration and Contrast Adjustment

It might be necessary to adjust the calibration to address issues with lighting, glare and other conditions within the polling place.

**If additional assistance is required, contact your Range Inspector,  
or the Elections Officers & Polls Division at:  
(toll free) or**

# Election Day

## Replacement Seal Log



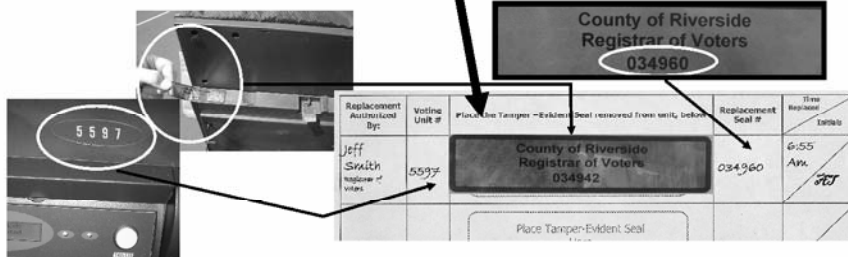
If a seal has been compromised or a request comes from an official agent of the Registrar of Voters Office to remove the Tamper-Evident Seal from the Accessible Voting Unit it must be noted in the "Replacement Seal Log."

The "Replacement Seal Log" is located in the "Combined Roster and Index M-Z."

### Replacement Seal Log

**IMPORTANT NOTICE:** In the event that you are instructed by an official agent of the Registrar of Voters to remove the Tamper-Evident seal from the voting unit, the following procedures must be followed:

Record in the column provided the name of the person the Replacement seal was Authorized by, and the Voting Unit Number from the unit for which the seal is being removed. Remove the Tamper-Evident seal (as shown on the photo below) from the long cartridge door and place it on the appropriate column of the log. Take a replacement seal, record on the log the Replacement Seal Number, and place it on the long cartridge door where the prior seal had been. Record on the last column the time this event took place and your initials.



Replacement Authorized By:	Voting Unit #	Place the Tamper - Evident Seal removed from unit, below	Replacement Seal #	Time Replaced Initials
		Place Tamper-Evident Seal Here (ONLY IF REPLACEMENT IS NEEDED)		
		Place Tamper-Evident Seal Here (ONLY IF REPLACEMENT IS NEEDED)		

### NOTICE

**DO NOT** confuse this document with the "Ballot Statement", located on the inside cover of the "Combined Roster and Index M-Z", which is used to place the Tamper Evident seal after the polls close.

# Election Day

## Voter Card Status Check

**If a Voter Card is not working it could be due to the** voter card not being activated properly or the voter may have tried to vote twice. Election Officers can check on the activation status by following these steps:

- ✦ Insert Voter Card into the Card Activator with the arrow pointing down and the logo facing you.
- ✦ **Press** the “MENU” button on the keypad, **press** “3” to select “Election” from the display.
- ✦ **Press** “1” on keypad to select “Status” from the display.
- ✦ Display reads “Activated” when the card is ready for voting. If the card has not been activated the display reads “Voted.”
  - ✦ Cards with a status of, “Activated” will display whether the activation is for a regular or Provisional Ballot.
  - ✦ Cards with a status of “Voted” the displays the serial number of the voting unit and the time (according to the voting unit clock) when the ballot was cast.
- ✦ After determining the status of the card, press the “**ENTER**” button to eject the voter card.

### Follow Up

A Voter Card which was manually ejected by an Election Officer due to a “Vote Card Invalid . . .” message must be evaluated to determine whether or not the voter (claiming not to have voted) actually did cast a ballot. Therefore, careful attention must be paid to the time and voting unit # which is displayed on the Card Activator screen. If the voting unit # displayed is not the same as the unit # from which the card was taken, the voter did not vote and must be issued a newly activated Voter Card. Likewise, if the time displayed on the Card Activator screen is more than 15 minutes old the voter has not voted and must be issued an activated Voter Card. If a Voter Card status indicates “Voted” the time is current, **and** the voting unit # is consistent with the unit # from which the card was removed, the voter has voted and **may not** be issued a replacement card.

A Voter Card with an “Activated” status has not been used and the voter likely needs additional instruction in its use.

# Election Day

## Power Cycle Function

Certain circumstances deem it necessary to “cancel” a ballot activation. When the ballot activation is canceled all activity after inserting of the Voter Card is erased. **This procedure is done prior to casting the ballot and affects the current ballot.**

**The ONLY Circumstances in which a ballot activation may be canceled includes:**

- ✦ The Audio voter wishes to abort the audio process.
- ✦ The Inspector or Range Inspector needs to exchange the VeriVote® printer if the paper runs out.

**To cancel a ballot activation using the “Power Cycle” function, use the following procedures:**

- ✦ Stand at the rear or side of the voting unit and lift the cover to the “POWER ON/OFF” switch. This door is NOT sealed.
- ✦ With the cover open, turn the power switch to the “OFF” position, count to “5” and then return the switch to the “ON” position.
- ✦ The on-screen image will disappear and the Voter Card will be ejected.
- ✦ Close the cover to the “POWER ON/OFF” switch.
- ✦ The unit will require a few minutes to be restored to operable status. The touch screen displays “To Begin Voting . . .” message after the reboot cycle.

### Follow Up

Follow up procedures are required after a ballot activation is canceled. Audio Voters requesting to abort the audio process to use the regular touch screen use the same activated Voter Card. If a Paper Ballot is requested return to the roster, cross out the checked Electronic Ballot Issued Box next to the voter’s name, retrieve the Voter Card and stylus. Issue the voter a secrecy sleeve with the ballot and a pen. Direct the voter to an open voting booth.

# Election Day

## Yellow Activation Button Log/LCD Calibration

### Election Officers Yellow Activation Button User Log

This log needs to be completed by an Elections Official whenever he/she must press the yellow "Activate" button on the back of the Accessible Voting Unit for any reason. Some examples of when the Yellow Activate button must be pressed include when you need to set up the Accessible Voting Unit to request the Audio Voting Feature for a voter who wishes to vote an Audio Ballot, if there is a need to adjust the contrast on the touchscreen or if the AVU needs to be calibrated. Once the situation has been logged be sure to return the document to the back pocket of the machine.

ELECTION DAY (MORNING/DAY)

AVU Serial # : **41841**

Elections officials use the list below to identify the reason for "pressing" the yellow activate button, located on the Accessible Voting Unit (AVU).

#### CONSOLIDATED STATEWIDE SPECIAL ELECTION MAY 2009

#### ELECTION OFFICERS YELLOW ACTIVATION BUTTON USER LOG

Check box for each time activation button is used

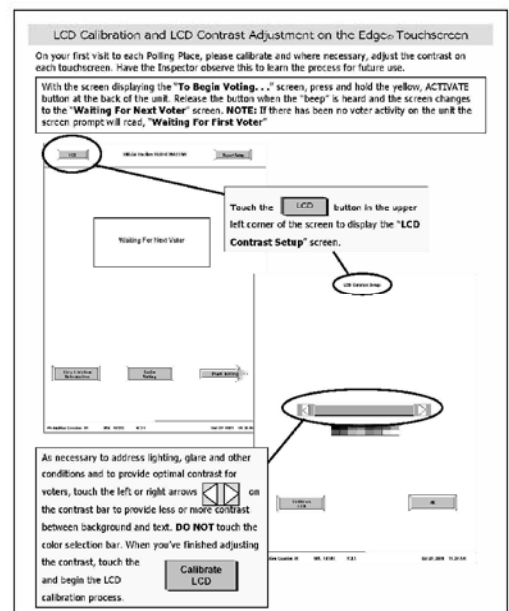
- |  | TIME | INITIALS |
|--|------|----------|
| 1. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other  |      |          |
| 2. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other  |      |          |
| 3. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other  |      |          |
| 4. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other  |      |          |
| 5. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other  |      |          |
| 6. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other  |      |          |
| 7. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other  |      |          |
| 8. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other  |      |          |
| 9. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other  |      |          |
| 10. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other |      |          |
| 11. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other |      |          |
| 12. <input type="checkbox"/> Eject card <input type="checkbox"/> Calibration <input type="checkbox"/> Audio Voter <input type="checkbox"/> Other |      |          |

Write comment for "Other" checked box on reverse side.



### LDC Calibration and contrast Adjustment

Refer the the following pages which show all the steps required in order to Calibrate or Adjust the contrast on the Accessible Voting Unit.



# Election Day

## LCD Calibration and Contrast Adjustment

### LCD Calibration and LCD Contrast Adjustment on the Edge® Touchscreen

With the screen displaying the "To Begin Voting. . ." screen, press and hold the yellow, ACTIVATE button at the back of the unit. Release the button when the "beep" is heard and the screen changes to the "Waiting For Next Voter" screen. **NOTE:** If there has been no voter activity on the unit the screen prompt will read, "Waiting For First Voter"

Touch the **LCD** button in the upper left corner of the screen to display the "LCD Contrast Setup" screen.

As necessary to address lighting, glare and other conditions and to provide optimal contrast for voters, touch the left or right arrows on the contrast bar to provide less or more contrast between background and text. **DO NOT** touch the color selection bar. When you've finished adjusting the contrast, touch the **Calibrate LCD** button and begin the LCD calibration process.

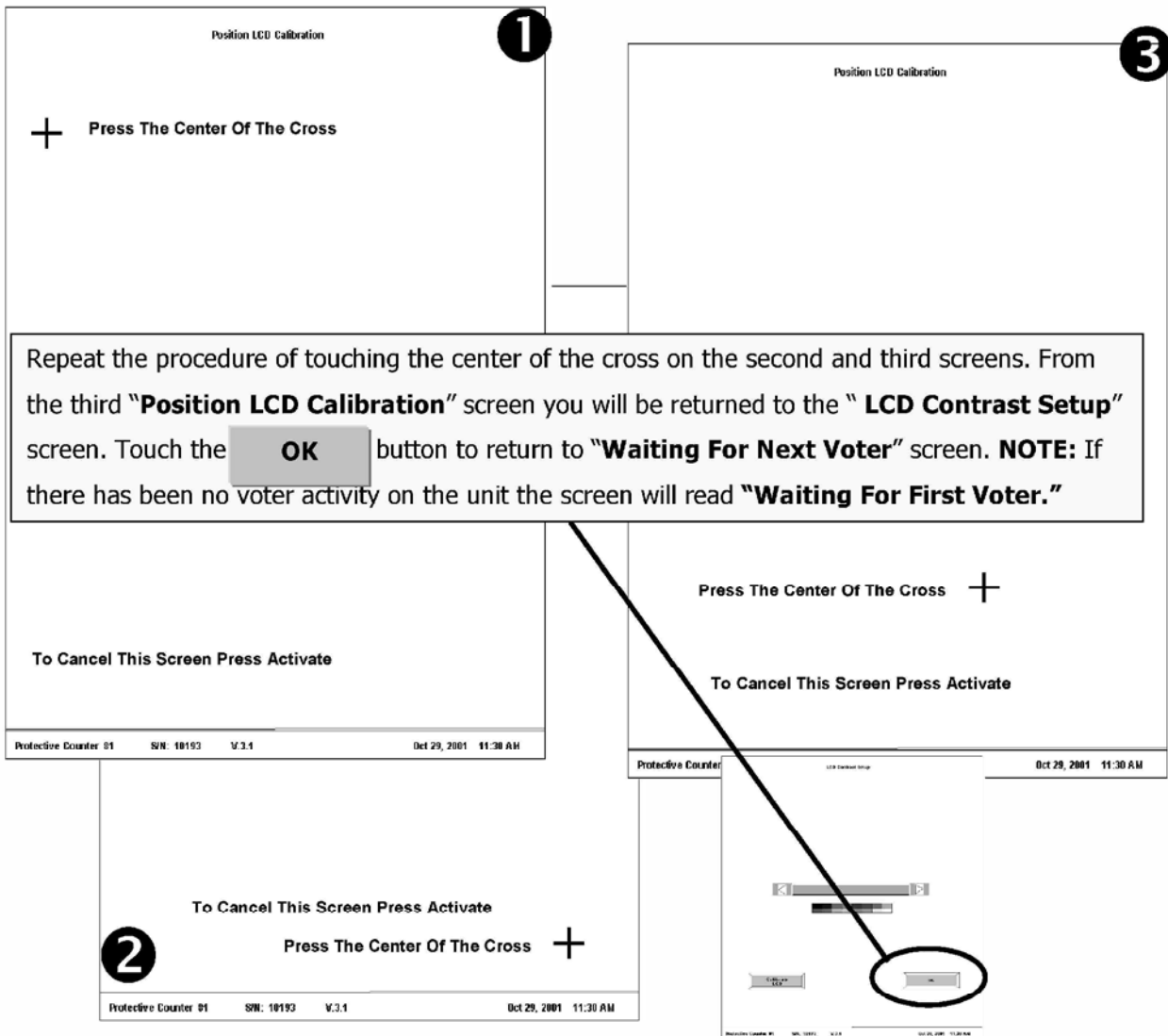


# Election Day

## LCD Calibration and Contrast Adjustment (Cont'd)

### LCD Calibration and LCD Contrast Adjustment on the Edge® Touchscreen Continued

The first of three calibration screens appears when the **Calibrate LCD** button is touched on the "LCD Contrast Setup" screen. With the rubber-tipped stylus, carefully touch the very center of the cross on the first screen. This will bring up the second of the "Position LCD Calibration" screens.



Touch the **Resume Voting** button to place the unit back into service. **NOTE:** If there has been no voter activity on the unit, the caption inside the arrow button will read "Start Voting."

ELECTION DAY (MORNING/DAY)

# Election Day

## VeriVote® Printer Replacing the Paper

### Running out of Paper/Range Inspector

During busy or popular elections it is possible that the VeriVote® printer will run out of paper. When this occurs, call your Range Inspector immediately. The amount of paper used is contingent on the length of ballot. The approximate number of ballots that can print on a roll of paper will be given during training.

The **ONLY** people authorized by the California Secretary of State to remove and change paper on the VeriVote® printer is the **Range Inspector** and/or a **staff person with an official photo ID from the Registrar of Voters Office**.

Inspectors will monitor the ballot count on the voting units throughout the day to check on the paper use. When the ballot count is near the estimate allowed, call the Range Inspector to replace the paper. **Inspectors can now exchange printers when the paper runs out.**

The Range Inspector will arrive and remove the used paper roll and record the time and unit serial number, adhere a security seal on the roll, place in the **Tamper Proof Bag**, seal, and give to the Inspector to place in the Red Transport Bag. The Range Inspector will install the new roll of paper and exchange printers if necessary.



Procedures require that during **Election Day** the Range Inspector Verify all seals on the Accessible Voting Unit (AVU). The next page explains and illustrates the seals that must be verified by the Range Inspector and the Inspector during their visits to their assigned Polling Place.

# Election Day

## Voting Equipment Security Log (Election Day)

☒ Check the following items on the Voting Equipment Security Log on **Election Day**

- ☐ Precinct No:  
☐ AVU Serial No:

### VOTING EQUIPMENT SECURITY LOG

The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.  
**May 19, 2009 Consolidated Statewide Special Election**

Precinct No: 36040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403

☒ Check the following items on the Voting Equipment Security Log on **Election Day**  
Verify Seals in boxes "A-F and H-J". The yellow seal in box "G" is verified on election morning and removed from the POLLS/OPENED CLOSED compartment and placed in the Seals Bag.

- ☐ AVU Case Bottom Left Screw Seal (A)  
☐ AVU Case Bottom Right Screw Seal (B)  
☐ AVU Display Back Cover Seal #1 (C)  
☐ AVU Display Back Cover Seal #2 (D)  
☐ Tamper-Evident Seal (E)  
☐ Reset Switch Seal (F)  
☐ Polls Open-Closed Red Seal (H)  
☐ Record VeriVote Seal # (I)\*  
☐ Record VeriVote Rail Seal # (J)\*

VOTING EQUIPMENT SECURITY LOG	
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page. May 19, 2009 Consolidated Statewide Special Election	
Precinct No: <u>36040</u> AVU Serial No: <u>41612</u> AVU Yellow Strap Seal No: <u>334403</u>	
AVU Case Bottom Left Screw Seal <b>433951</b> (A)	AVU Case Bottom Right Screw Seal <b>433279</b> (B)
AVU Display Back Cover Seal #1 <b>K732954</b> (C)	AVU Display Back Cover Seal #2 <b>K732956</b> (D)
Tamper-Evident Seal <b>D18826</b> (E)	Reset Switch Seal <b>K732915</b> (F)
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b> (G)	Polls Open-Closed Red Seal <b>0031196</b> (H)
Record VeriVote Seal # <u>0028483</u> (I)	Record VeriVote Rail Seal # <u>0025211</u> (J)
Record VeriVote Replacement Seal #	Record Replacement VeriVote Rail Seal #

\* Should an Election Officer need to change the VeriVote printer or if the Range Inspector needs to change the paper, it will be necessary to record the VeriVote Seal

☒ The **Range Inspector** and the **Inspector** must complete the "Accessible Voting Unit Seal Log" section. Under Activity for **Election Day Verification**, record the Time and if the Seals are Intact at the time of verification. Both Election Officers must sign and place their initials in the appropriate blocks.

ACCESSIBLE VOTING UNIT SEAL LOG						
Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification	7:00pm	yes	Kathy Seylor	KMS	[Signature]	MA
Election Morning Verification	6:30 Am	yes	Kathy Seylor	KMS	[Signature]	MA
Election day Verification by Range Inspector	1:00pm	yes	Kathy Seylor	KMS	[Signature]	P.L.Z.

ELECTION DAY (MORNING/DAY)

## INSPECTOR'S ELECTION CHECKLIST (Election Day)

Inspector, upon verification and Completion of the appropriate sections on the “Voting Equipment Security Log”, be sure to turn to the “INSPECTOR’S ELECTION CHECKLIST” and place a check mark on the appropriate item to indicate it has been completed. The procedure for this election is that the security seals on the Accessible Voting Unit (AVU) will need to be verified four times during the election process including **Election Day** by the Range Inspector and Inspector. The documents that should have been completed and signed by the Inspector also include the Declaration of Election Officers (Oath), and the Election Officer Payroll sheet. **The Precinct Inspector will receive an additional \$10.00 stipend for making sure that all seals are verified and the log is properly completed throughout the election process.**

# ELECTION DAY (MORNING/DAY)

Before opening the Polls, the Inspector and Precinct Officers must sign the following declaration:

**DECLARATION OF ELECTION OFFICERS**  
**S.C. 12351**

State of California } ss.  
County of Riverside }

I do hereby solemnly declare that I will support the Constitution of the United States and the Constitution of the State of California, and that I will not lawfully discharge the duties of the office shown after my signature on the Election Precinct Board for the 19th day of May, 2009 Precinct, to the best of my ability, for the election to be held on \_\_\_\_\_.

May 19th day of May 2009  
DATE OF SIGNATURE

Signed on this 19th day of May, 2009 in the presence of:

<u>Kathleen Dayley</u>	INSPECTOR	<u>[Signature]</u>
<u>[Signature]</u>	PRECINCT OFFICER	<u>[Signature]</u>
<u>Nellie Ann</u>	PRECINCT OFFICER	<u>[Signature]</u>

Inspector, remember to update the INSPECTOR'S ELECTION CHECKLIST for **ELECTION DAY**.

Riverside County Registrar of Voters  
 2724 Gateway Drive • Riverside, CA 92507 • [www.votersinfo.net](http://www.votersinfo.net)  
 Elections Officers and Polls Division • 951-480-7341 • 1-877-683-6606 ( toll free ) • 951-486-7330 ( fax )

**Election Officers Payroll  
 Consolidated Primary Election  
 November 4, 2008**

Voting Precinct **0036040**

If one or more of the Election Officers listed below does not work on Election Day, please line through the name, and have the replacement worker print name and address to the right and then sign below. By completing and signing this Payroll form you are certifying that you worked the entire Election Day (excluding break(s) unless indicated otherwise) and that you have signed the Declaration of Oath to the Combined Register for this election.

**NOTE:** You must be a registered voter in order to work as an Election Officer. If you are not registered to vote at all or cannot obtain a Standard Pollworkers exception, complete an online registration form and place it into the pocket at the bottom of this form.

back of the Combined Form

Range Signature photograph  
*Carlynn Linn*

Printed confirmed last ☒ ~~Not~~  
Employment and POC  
Credit & 15.0% to the following  
Name: *Antonia C. Linn*  
Address: *1142 E. Duval St.*  
City: *San Antonio, TX 78204*  
Range Inspector Signature: \_\_\_\_\_  
Linda Nicor  
3645 Hains St. Apt 66  
San Antonio, CA 92203  
Inspector  
Signature: \_\_\_\_\_  
Yvette Tripanos  
1139 Huddellberry Ln  
San Antonio, CA 92282  
Pot Officer  
Signature: *Yvette*  
Kathleen Peter Pollock  
344 N. State St. Apt 208  
San Antonio, CA 92203  
Pot Officer  
Signature: *Kathleen*  
Antonio Cervantes  
1142 Duval Street  
San Antonio, CA 92282  
Student  
Signature: *AT*











**Expenditures**  
County Employee  
Register

**VOTING EQUIPMENT SECURITY LOG**

The Precinct Inspector and/or Precinct Board members must complete this form when installing the voting equipment security seals. See the instruction on the next page.

**May 19, 2009 Consolidated Statewide Special Election**

**Precinct No: 36040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403**

AVU Case Bottom Left Screw Seal <b>433951</b> 	AVU Case Bottom Right Screw Seal <b>433279</b> 
AVU Display Back Cover Seal #1 <b>K732954</b> 	AVU Display Back Cover Seal #2 <b>K732956</b> 
Tamper-Evident Seal <b>D18826</b> 	Reset Switch Seal <b>K732915</b> 
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b> 	Polls Open-Closed Red Seal <b>0031196</b> 
Record VeriVote Seal # <u>00284483</u> 	Record VeriVote Rail Seal # <u>0025211</u> 
Record VeriVote Replacement Seal #	Record Replacement VeriVote Rail Seal #

ACCESSIBLE VOTING UNIT SEAL LOG						
Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification	7:00pm	YES	Kathy Daylong	KMS	<i>[Signature]</i>	MA
Election Morning Verification	6:30am	YES	Kathy Daylong	KMS	<i>[Signature]</i>	MA
Election day Verification by Range Inspector	1:00pm	YES	Kathy Daylong	KMS	<i>[Signature]</i>	ALZ

INSPECTOR'S ELECTION CHECKLIST <input checked="" type="checkbox"/>	
<p>Be sure to follow the checklist below to ensure that all the items listed have been completed. In give your additional \$15.00 stipend, you must <b>CHECK</b> each item and sign and print your name on the lines provided below. Your check mark on this document is your certification that these items have been completed and signed.</p>	
<p><b><u>ELECTION EVE</u></b></p> <p><input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)</p> <p><b><u>ELECTION MORNING</u></b></p> <p><input checked="" type="checkbox"/> DECLARATION OF ELECTIONS OFFICERS (OATH) (M-Z ROSTER)</p> <p><input checked="" type="checkbox"/> ELECTION OFFICERS PAYROLL (M-Z ROSTER)</p> <p><input checked="" type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)</p> <p><input checked="" type="checkbox"/> <b><u>ELECTION DAY</u></b></p> <p><input checked="" type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER) RANGE INSPECTOR AND INSPECTOR MUST CHECK REQUIRED SEALS.</p> <p><input checked="" type="checkbox"/> <b><u>CLOSE OF POLLS</u></b></p> <p><input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)</p> <p><input type="checkbox"/> BALLOT STATEMENT (M-Z ROSTER)</p> <p><input type="checkbox"/> CERTIFICATE OF COMPLETION (M-Z ROSTER)</p> <p><input type="checkbox"/> TAMPER PROOF SEAL ISSUED-VOTED BALLOT CONTAINER (SEALS BAG)</p> <p><input type="checkbox"/> TAMPER PROOF SEAL UNUSED-BALLOT CONTAINER (SEALS BAG)</p> <p><input type="checkbox"/> PRECINCT POSTING (SEALS BAG)</p>	
<p><b>For office use only</b></p> <p><i>Auditor, were the following items completed by the precinct Inspector?:</i></p> <p><b><u>ELECTION EVE:</u></b></p> <p>VESI..... <input type="checkbox"/></p> <p><b><u>ELECTION MORNING:</u></b></p> <p>DOFEO (OATH)..... <input type="checkbox"/></p> <p>EOP..... <input type="checkbox"/></p> <p>VESI..... <input type="checkbox"/></p> <p><b><u>ELECTION DAY:</u></b></p> <p>VESI..... <input type="checkbox"/></p> <p><b><u>CLOSE OF POLLS:</u></b></p> <p>VESI..... <input type="checkbox"/></p> <p>BS..... <input type="checkbox"/></p> <p>COFC..... <input type="checkbox"/></p> <p>TPSIVBC..... <input type="checkbox"/></p> <p>TPSUBC..... <input type="checkbox"/></p> <p>PP..... <input type="checkbox"/></p>	
<p>INSPECTOR'S PRINTED NAME: _____ INSPECTOR'S SIGNATURE: _____</p> <p>May 19, 2009 Consolidated Statewide Special Election</p>	

# Election Day

## Close of Polls

**Closed**

**Election Code 14212 states that polls open at 7 am and close at 8 pm.**

**ELECTION DAY (CLOSE OF POLLS)**

**Voter Roster List**  
Consolidated General Election

Election Date: 11/04/2008  
WARNING: It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote, to fraudulently attempt to vote, vote more than once, attempt to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18560 & 14108)  
ADVERTENCIA: Es un crimen penal con encarcelamiento en la Prisión Estatal, o en la Cárcel del Condado para cualquier persona que vote fraudulentamente, fraudulentamente intente votar, vote mas de una vez, intente votar mas de una vez, personifique ser un votante, o intente personificar un votante. (Código de Elecciones)

Registration Close: 10/20/2008

NUM	VOTER NAME AND ADDRESS	ELECTRONIC	BIRTH DATE	SIGNATURE	ADDRESS
76	Camarena, Desiree Michelle 34510 Devlin Dr	<input type="checkbox"/>	7/75		
163	Capellino, Donna C 35521 Stockton St	<input type="checkbox"/>	1/50	Vote-by-Mail	
75	Camarena, Daniel 34510 Devlin Dr	<input type="checkbox"/>	2/70	Daniel Camarena	34510 Devlin Dr
194	Carpenter, Krista Ann 35173 Trevino Trl	<input type="checkbox"/>	4/85		
152	Cason, Sean T 35518 Sneed St	<input type="checkbox"/>	4/74	Sean Cason	35518 Sneed St
188	Castanon, Chris 36754 Torrey Pines Dr	<input type="checkbox"/>	6/75		
65	Castruita, Grace Lauren 11257 Demaret Dr	<input type="checkbox"/>	1/90	Grace Castruita	11257 Demaret Dr
64	Castruita, Nathaniel Eugene 11257 Demaret Dr	<input type="checkbox"/>	2/88	Nathaniel Castruita	11257 Demaret Dr
196	Chavoya, Alisha Maureen 35291 Trevino Trl	<input type="checkbox"/>	11/73		
195	Chavoya, Robert Benjamin 35291 Trevino Trl	<input type="checkbox"/>	11/68	Robert Benjamin Chavoya	35291 Trevino Trl
84	Childs, Minnie Christian 36156 Eagle Ln	<input type="checkbox"/>	12/47	ID Required	
160	Chrystal, Janet Colleen 35478 Stockton St	<input type="checkbox"/>	10/73	Vote-by-Mail	
42	Cifelli, Jessica Renee 11577 Bunker Pl	<input type="checkbox"/>	12/82	Jessica Cifelli	11577 Bunker Pl
4	Clouse, Julie Michelle 37672 Amateur Way	<input type="checkbox"/>	7/81		
128	Contreras, Paul R 34205 Ogrady Ct	<input checked="" type="checkbox"/>	1/64	Paul R. Contreras	34205 Ogrady Ct
127	Contreras, Denise Marie 34205 Ogrady Ct	<input type="checkbox"/>	9/64	Denise Contreras	34205 Ogrady Ct
126	Contreras, Logan Thomas 34205 Ogrady Ct	<input type="checkbox"/>	6/87		

Voting Precinct: 0011104  
Generated: 10/30/2008

Page 3 of 27  
Camarena - Contreras

Voter Roster List  
Printed: 3/27/2009 8:03:49AM

Electronic Signatures: 1  
Paper Signatures: 67

- ✦ Around 7:00 pm, as voter traffic permits, begin to tally the signatures in the "Combined Roster and Index "A-L" and "M-Z". As additional voters sign in, edit the page's tally accordingly.
- ✦ At 8:00 p.m., an Election Officer goes outside and proclaims aloud that the **"Polls are closed"**. (EC 14401)

Count all electronic signatures and all paper signatures. Record the numbers in the appropriate box at the bottom of the page.

- ✦ Voters who are at the polling place by 8:00 p.m. are permitted to vote (provided they are eligible) (EC 14401). Declare the last person in line at the close of the polls as the last voter to be processed. If there is enough room, bring the remaining voters into the polling place or take the name of the last person in line and give them a sign stating that they are the "last voter."
- ✦ After the polls are declared closed and all voters have been processed, Team 2 retrieves the outside signs and posters, sorts the paper ballots, counts signatures, and repacks the resource materials bag into the blue Ballot box.
- ✦ With departure of the last voter, Team 1 closes the electronic Polls on the Accessible Voting Unit.



# Election Day

## Voting Equipment Security Log Verification (Close of Polls)

The procedure for this election is that the security seals on the Accessible Voting Unit (AVU) will need to be verified four times during the election process. By now, you should have done the following required verifications:

- ☑ **Election Eve Verification**
- ☑ **Election Morning Verification**
- ☑ **Election Day Verification** (includes the Range Inspector and Inspector)

*Should you require additional instruction for seal location please refer to the Voting Equipment Security Log Instruction Sheet.*

### VOTING EQUIPMENT SECURITY LOG INSTRUCTION SHEET

Use the illustrations below to identify the location for all seals that need to be verified and or recorded on the next page during the Election Eve Verification, Election Morning Verification, Election Day Verification and the Close of Polls Verification process. **Be sure to place all used or unused seals in the "SEALS BAG".**



May 19, 2009 Consolidated Statewide Special Election

If a seal is broken or tampered with or if the numbers do not match on the log call the Registrar of Voters Office or Range Inspector *immediately* at:  
or (toll free).

# Election Day

## Voting Equipment Security Log (Close of Polls)

☒ Check the following items on the Voting Equipment Security Log at the **Close of Polls**.

- ☐ Precinct No:  
☐ AVU Serial No:

### VOTING EQUIPMENT SECURITY LOG

The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.

Precinct No: 36040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403

☒ Check the following items on the Voting Equipment Security Log at the **Close of Polls**. Verify Seals in boxes "A-F and H-J". **The yellow seal in box "G" is verified on election morning and removed from the POLLS/OPENED CLOSED compartment and placed in the Seals Bag.**

- ☐ AVU Case Bottom Left Screw Seal (A)  
☐ AVU Case Bottom Right Screw Seal (B)  
☐ AVU Display Back Cover Seal #1 (C)  
☐ AVU Display Back Cover Seal #2 (D)  
☐ Tamper-Evident Seal (E)  
☐ Reset Switch Seal (F)  
☐ Polls Open-Closed Red Seal (H)  
☐ Record VeriVote Seal # (I)\*  
☐ Record VeriVote Rail Seal # (J)\*

VOTING EQUIPMENT SECURITY LOG	
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.	
Precinct No: <u>36040</u> AVU Serial No: <u>41612</u> AVU Yellow Strap Seal No: <u>334403</u>	
AVU Case Bottom Left Screw Seal <b>433951</b> (A)	AVU Case Bottom Right Screw Seal <b>433279</b> (B)
AVU Display Back Cover Seal #1 <b>K732954</b> (C)	AVU Display Back Cover Seal #2 <b>K732956</b> (D)
Tamper-Evident Seal <b>D18826</b> (E)	Reset Switch Seal <b>K732915</b> (F)
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b> (G)	Polls Open-Closed Red Seal <b>0031196</b> (H)
Record VeriVote Seal # <u>0028493</u> (I)	Record VeriVote Rail Seal # <u>0025211</u> (J)
Record VeriVote Replacement Seal #	Record Replacement VeriVote Rail Seal #

\* Should an Election Officer need to change the VeriVote printer or if the Range Inspector needs to change the paper, it will be necessary to record the VeriVote Seal Number and the VeriVote Rail Seal number on the log on the space provided.

☒ The Inspector and another Precinct Officer must complete the "Accessible Voting Unit Seal Log" section. Under the Activity for **Close of Polls Verification**, record the Time and if the Seals are Intact at the time of verification. Both Election Officers must sign and place their initials in the appropriate blocks.

ACCESSIBLE VOTING UNIT SEAL LOG						
Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification	7:00 pm	yes	Kathy Seylor	KMS	[Signature]	MA
Election Morning Verification	6:30 Am	yes	Kathy Seylor	KMS	[Signature]	MA
Election day Verification by Range Inspector	1:00 pm	yes	Kathy Seylor	KMS	[Signature]	P.L.Z.
Close of Poll Verification	8:00 pm	yes	Kathy Seylor	KMS	[Signature]	MA

If the seal is not intact or there are any signs of suspected tampering, take the unit out of

ELECTION DAY (CLOSE OF POLLS)



# Election Day

## Closing Polls Procedures Team 1

**Closed**

**The Inspector and a Precinct Officer must close the polls on the Accessible Voting Unit and complete the necessary closing documents.** Use the following steps to close the Accessible Voting Unit and to complete the closing documents.

- 1** Prior to breaking the red seal on the POLLS OPEN/CLOSED cover, verify that the seal number "H" on the voting unit matches the number on the Voting Equipment Security Log section "H". If it does not match, call your Range Inspector Immediately. Place broken seal in "Seals Bag".

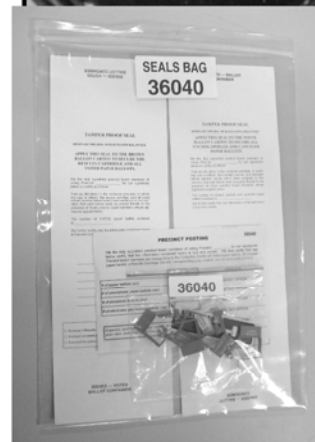
### VOTING EQUIPMENT SECURITY LOG

The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.

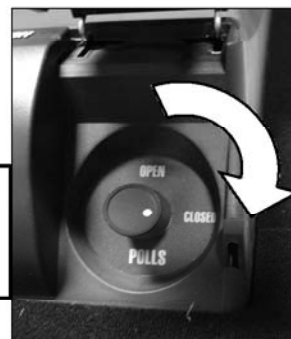
Precinct No: 36040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403

AVU Case Bottom Left Screw Seal <b>433951</b> <b>A</b>	AVU Case Bottom Right Screw Seal <b>433279</b> <b>B</b>
AVU Display Back Cover Seal #1 <b>K732954</b> <b>C</b>	AVU Display Back Cover Seal #2 <b>K732956</b> <b>D</b>
Tamper-Evident Seal <b>D18826</b> <b>E</b>	Reset Switch Seal <b>K732915</b> <b>F</b>
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b> <b>G</b>	Polls Open-Closed Red Seal <b>0031196</b> <b>H</b>

Reset Switch Seal <b>K732915</b> <b>F</b>
Polls Open-Closed Red Seal <b>0031196</b> <b>H</b>



- 2** Open the POLLS OPEN/CLOSED cover and turn the switch to closed.



**ELECTION DAY (CLOSE OF POLLS)**

# Election Day



## Closing Polls Procedures Team 1 (Cont'd)

3

The "OFFICIAL RESULTS REPORT" showing a summary of all contests and the number of votes for each will appear on the screen. During major elections you may need to press "Next" or "Back" button in order to view all contest results on the ballot. **Press the "Print Report" button in order for the report to print on the VeriVote® printer.**

**Once printing is complete press "Done" to continue to the next screen.**

4

The results for Qualified Votes, Provisional Votes, and Total Votes will appear on the screen.

***** OFFICIAL RESULTS REPORT *****			Election Officers	
Date 07/04/1776	Time 8:05 PM		Please Complete After Closing The Polls	
Serial Number 41793			We the undersigned Election Officers do hereby certify that on the _____ day of _____ 20____ this board	
Protective Counter 2070			under the scrutiny of each member, closed the polls from further voting, obtained this printed record of votes cast on this machine and that after the	
Provisional Counter 1			polls closed, the Protective Counter read 2070, the Public Counter read 7 and the machine has been sealed with seal # _____	
Public Counter 7			Signed: _____	
Poll Site 36040			_____	
Polling Place ID 36040			_____	
Ballot Version 0			_____	
Report Source Internal Memory			_____	
CONSOLIDATED GENERAL ELECTION RIVERSIDE COUNTY JULY 4, 1776			SN 41793 5.0.24 07/04/1776 8:05 PM	
Candidate	Candidate Totals	total		
***	***	***		
State Senator 37th District	(1)	1		
FLORENCE NIGHTINGALE		1		
ANDREW CARNEGIE		0		
FRANCIS SCOTT KEY		0		
WRITE-IN		0		
Undervotes		1		
Board Of Education	(1)	1		
BOOKER T. WASHINGTON		1		
ALBERT EINSTEIN		0		
WRITE-IN		1		
Undervotes		0		
Measure A-Public Beautification	(1)	0		
YES		0		
NO		1		
Undervotes		0		
Measure B-Land Acquisition	(1)	1		
YES		1		
NO		0		
Undervotes		0		

Back
Print Report
Done
Page 1 of 1
Next

ELECTION DAY (CLOSE OF POLLS)

Qualified Votes = 6  
Provisional Votes = 1  
Total Votes = 7

Results Report

Public Counter 1 Poll ID 11180  
Production Counter 36 5/6 41880 8/5/24 01 2, 2016 3:58 PM

Qualified Votes = 6  
Provisional Votes = 1  
Total Votes = 7

# Election Day

## Closing Polls Procedures Team 1 (Cont'd)

**Closed**

**(5)**

**ELECTION DAY (CLOSE OF POLLS)**

- ✦ Locate in the "Seals Bag" the "Precinct Posting" and record the precinct number on the upper left hand corner in the Precincts box.
- ✦ Record the number of qualified votes from the Official Results Report in the box provided in section "A".
- ✦ **If there are less than five qualified votes,** check the box in section "B", skip section "C", and all board members sign in section "D".
- ✦ **if there are five or more qualified votes,** skip section "B" and copy the results from the Official Results Report to appropriate contest in section "C", and all board members sign in section "D".
- ✦ **Post white copy outside the polling place and place yellow copy in "Seals Bag."**

**Precinct:** 11104 **PRECINCT POSTING** **July 4, 1776 General Election** **BT01**

**A** Record the Number of Qualified Votes from the Results Report

QUALIFIED VOTES: 4

**B** Fewer than five voters voluntarily elected to vote on the Accessible Voting Unit (AVU). Check the box at left to indicate that the Precinct Board members attempted to ensure that at least five voters voluntarily cast ballots on the AVU. In order to protect voter privacy, DO NOT COMPLETE SECTION C. ☒ Sign the statement in section D. Post white copy outside of polling place in plain view, place yellow copy in Seals Bag.

**C** Five or more voters voluntarily elected to vote on the Accessible Voting Unit (AVU). Record the summary results from the AVU below. Do not record undervotes or write-in votes. Sign the statement in section D. Post white copy outside of polling place in plain view, place yellow copy in Seals Bag.

STATE OFFICES		CITY OF TOWNVILLE	
STATE SENATOR 37TH DISTRICT		MEASURE A—PUBLIC BEAUTIFICATION	
FLORENCE NIGHTINGALE		YES	
ANDREW CARNIFOLIO		NO	
FRANCIS SCOTT KEY			
NONPARTISAN OFFICES			
BOARD OF EDUCATION			
BOOKER T. WASHINGTON			
ALBERT EINSTEIN			
CITY OF TOWNVILLE			
MEASURE B—LAND ACQUISITION			
YES			
NO			

**D** We the duly appointed precinct board members by our signatures below certify that the information contained herein is true and correct.

INSPECTION: [Signature] PRECINCT OFFICER: [Signature]  
 PRECINCT OFFICER: [Signature] PRECINCT OFFICER: [Signature]  
 PRECINCT OFFICER: [Signature] PRECINCT OFFICER: [Signature]

**Post white copy outside of polling place in plain view; place yellow copy in Seals Bag**

Training Mode Polls Closed

Printer Test

Qualified Votes = 4  
 Provisional Votes = 1  
 Total Votes = 5

Results Report 1

Public Question 1 Poll ID 11100  
 Production Counter 50 S/N 41000 8/5/04 01 2,000 3:58 PM

**Qualified Votes=4**  
 (If fewer than five voters voted DO NOT COMPLETE SECTION "C" of the Precinct Posting.)

Qualified Votes = 4  
 Provisional Votes = 1  
 Total Votes = 5

# Election Day

## Closing Polls Procedures Team 1 (Cont'd)

**Closed**

**6**

If the Results Screen shows that more than five voters voted then **return** to the "OFFICIAL RESULTS REPORT" by pressing on the touchscreen the "Results Report" green button on the bottom right hand corner of the screen.

Training Mode Polls Closed

Printer Test

Qualified Voters = 6  
Provisional Voters = 1  
Total Votes = 7

Results Report

Public Counter 1    Poll ID: 11100  
Washington Capacitor 100    S/N: 41000    5.0.24

**Qualified Votes=6**  
(skip section "B" if more than five voters voted and complete section "A", "C" and "D" of the Precinct Posting)

Qualified Votes = 6  
Provisional Votes = 1  
Total Votes = 7

**Results Report**

When you press "Results Report" you will return to the "OFFICIAL RESULTS REPORT."

\*\*\*\*\*  
OFFICIAL RESULTS REPORT  
\*\*\*\*\*

Date 07/04/1776    Time 8:05 PM  
Serial Number    41793  
Protective Counter    2070  
Provisional Counter    1  
Public Counter    7

Poll Site    36040  
Polling Place ID    36040  
Ballot Version    0  
Report Source    Internal Memory

CONSOLIDATED GENERAL ELECTION  
REVERSIDE COUNTY  
JULY 4, 1776

Candidate Totals

Candidate	Total
***	***
State Senator 37th District	(1)
FLORENCE NEWMAN	1
ANDREW CARNEGIE	1
FRANCIS SCOTT KEY	0
WRITE-IN	0
Undervotes	1
Board of Education	(1)
ROBERT T. WASHINGTON	1
ALBERT EINSTEIN	0
WRITE-IN	1
Undervotes	0
Measure A-Public Beautification	(1)
YES	0
NO	1
Undervotes	0
Measure B Land Acquisition	(1)
YES	1
NO	0
Undervotes	0

Election Officers  
Please Complete After Closing The Polls  
We the undersigned Election Officers do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ this board under the scrutiny of each member, closed the polls from further voting, obtained this printed record of votes cast on this machine and that after the polls closed, the Protective Counter read \_\_\_\_\_, the Public Counter read \_\_\_\_\_ and the machine has been sealed with seal # \_\_\_\_\_

Signed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

S/N 41793    5.0.24 07/04/1776 8:05 PM

Back    Print Report    Done    Page 1 of 1    Next

**ELECTION DAY (CLOSE OF POLLS)**

# Election Day

## Closing Polls Procedures Team 1 (Cont'd)

**Closed**

**7**

Copy from the "OFFICIAL RESULTS REPORT" onto section "C" of the Precinct Posting all totals for each contest. **DO NOT COPY UNDERVOTES AND WRITE-IN VOTES.** Have all board members sign in section "D". Be sure to post the white copy outside of the polling place in plain view and place the yellow copy in the "Seals Bag". Upon completion press "Done" to return to the "Results Screen".

ELECTION DAY (CLOSE OF POLLS)

***** OFFICIAL RESULTS REPORT *****														
Date 07/04/1776	Time 8:05 PM													
Serial Number	41793													
Protective Counter	2070													
Provisional Counter	1													
Public Counter	7													
Poll Site	36040													
Polling Place ID	36040													
Ballot Version	0													
Report Source	Internal Memory													
CONSOLIDATED GENERAL ELECTION RIVERSIDE COUNTY JULY 4, 1776														
Candidate	Candidate Totals	Total												
***	***	***												
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State Senator 37th District	(1)													
FLORENCE NIGHTINGALE	1													
ANDREW CARNEGIE	1													
FRANCIS SCOTT KEY	0													
WRITE-IN	0													
Undervotes	1													
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Undervotes	0													
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Measure A—Public Beautification	(1)													
YES	0													
NO	1													
Undervotes	0													
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Measure B—Land Acquisition	(1)													
YES	1													
NO	0													
Undervotes	0													

**Copy all contest results onto the Precinct Posting.**  
(If fewer than five votes leave section "C" blank)

Back
Print Report
Done
Next

Page 1 of 1

Precinct: 36040		PRECINCT POSTING BT01																											
July 4, 1776 General Election																													
<b>A</b>	Record the Number of Qualified Votes from the Results Report	QUALIFIED VOTES	6																										
<b>B</b>	Fewer than five voters voluntarily elected to vote on the Accessible Voting Unit (AVU). <ul style="list-style-type: none"> <li>Check the box at left to indicate that the Precinct Board members attempted to ensure that at least five voters voluntarily cast ballots on the AVU.</li> <li>In order to protect voter privacy, DO NOT COMPLETE SECTION C.</li> <li>Sign the statement in section D.</li> <li>Post white copy outside of polling place in plain view; place yellow copy in Seals Bag.</li> </ul>																												
<b>C</b>	Five or more voters voluntarily elected to vote on the Accessible Voting Unit (AVU). <ul style="list-style-type: none"> <li>Record the summary results from the AVU below.</li> <li>Do not record undervotes or write-in votes.</li> <li>Sign the statement in section D.</li> <li>Post white copy outside of polling place in plain view; place yellow copy in Seals Bag.</li> </ul>	<table border="1"> <thead> <tr> <th>STATE OFFICES</th> <th>CITY OF TOWNSVILLE</th> </tr> </thead> <tbody> <tr> <td>STATE SENATOR 37TH DISTRICT</td> <td>MEASURE A—PUBLIC BEAUTIFICATION</td> </tr> <tr> <td>FLORENCE NIGHTINGALE 1</td> <td>YES 1</td> </tr> <tr> <td>ANDREW CARNEGIE 1</td> <td>NO 0</td> </tr> <tr> <td>FRANCIS SCOTT KEY 0</td> <td></td> </tr> <tr> <td>NONPARTISAN OFFICES</td> <td></td> </tr> <tr> <td>BOARD OF EDUCATION</td> <td></td> </tr> <tr> <td>BOOKER T. WASHINGTON 1</td> <td></td> </tr> <tr> <td>ALBERT EINSTEIN 0</td> <td></td> </tr> <tr> <td>CITY OF TOWNSVILLE</td> <td></td> </tr> <tr> <td>MEASURE B—LAND ACQUISITION</td> <td></td> </tr> <tr> <td>YES 0</td> <td></td> </tr> <tr> <td>NO 1</td> <td></td> </tr> </tbody> </table>	STATE OFFICES	CITY OF TOWNSVILLE	STATE SENATOR 37TH DISTRICT	MEASURE A—PUBLIC BEAUTIFICATION	FLORENCE NIGHTINGALE 1	YES 1	ANDREW CARNEGIE 1	NO 0	FRANCIS SCOTT KEY 0		NONPARTISAN OFFICES		BOARD OF EDUCATION		BOOKER T. WASHINGTON 1		ALBERT EINSTEIN 0		CITY OF TOWNSVILLE		MEASURE B—LAND ACQUISITION		YES 0		NO 1		
STATE OFFICES	CITY OF TOWNSVILLE																												
STATE SENATOR 37TH DISTRICT	MEASURE A—PUBLIC BEAUTIFICATION																												
FLORENCE NIGHTINGALE 1	YES 1																												
ANDREW CARNEGIE 1	NO 0																												
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CITY OF TOWNSVILLE																													
MEASURE B—LAND ACQUISITION																													
YES 0																													
NO 1																													
<b>D</b>	We the duly appointed precinct board members by our signatures below certify that the information contained herein is true and correct.																												
	INSPECTOR	PRECINCT OFFICER																											
	PRECINCT OFFICER	PRECINCT OFFICER																											
	PRECINCT OFFICER	PRECINCT OFFICER																											

Post white copy outside of polling place in plain view; place yellow copy in Seals Bag

When you have completed the Precinct Posting, press "Done" to return to the "Results Screen."

Qualified Votes = 6  
Provisional Votes = 1  
Total Votes = 7

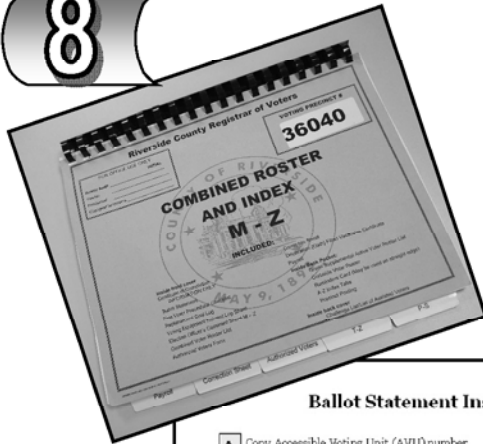
# Election Day

## Closing Polls Procedures Team 1 (Cont'd)

**Closed**

The Inspector and a Precinct Officer must begin completing closing documents as soon as the Polls on the Accessible Voting Unit have been closed. Use the following procedures for completing all required documentation:

8



### Combined Roster and Index M-Z

Most closing documents will be located in the M-Z roster towards the front. Be sure to complete the Certificate of Completion and Ballot Statement. Use the Ballot Statement Instruction Sheet for guidance in completing the Ballot Statement.

#### Ballot Statement Instruction Sheet

- Copy Accessible Voting Unit (AVU) number
- Remove seal from the cartridge door and place here or in the Seals Bag
- Copy the numbers from the totals screen of the (AVU)
- Copy the numbers from the totals screen of the (AVU)
- Copy the numbers from the totals screen of the (AVU)
- Number of ballots that were issued to the Inspector at training
- Any additional ballots received from the Registrar of Voters office
- Add blocks F. and G. which equals the total number of ballots issued to the board
- Leftover ballots not used by voters
- Number of spoiled White envelopes (black ink) from the AVU
- Number of ballots removed from the Blue Ballot Box
- Add blocks I, J, and K. This block should agree with block F.
- Count all signatures in the Roster and Index A-L and M-Z, the Voter Roster List, the Authorized Voter List, and the Challenge List
- Copy the same number from block C.
- Copy the same number from block K
- Add blocks N and O. This block should agree with block F.
- This is the number of Provision Ballots issued to the AVU
- Leftover Provisional Ballots not issued to voters.
- Number of spoiled White envelopes (blue ink) from the AVU
- Number of voted Blue envelopes from the brown Ballot Box
- Add blocks R, S, and T. This block should agree with block F.
- Number of Vote-By-Mail Ballots dropped off by voters

Please call the Registrar of Voters office on completing the Ballot Statement or at 1-877-663-9906.

#### CERTIFICATE OF COMPLETION (EC 14107)

**IMPORTANT NOTICE: YOU MUST COMPLETE AND SIGN THIS PAGE, AND COMPLETE THE "BALLOT STATEMENT" IN ORDER TO CONCLUDE YOUR DUTIES AS AN ELECTION OFFICER AND RECEIVE YOUR STIPEND.**

WE HEREBY CERTIFY that all voters whose signatures appear hereinbefore in this roster voted this day except the following who, after signing the roster, failed to vote or were challenged and denied the right to vote:

Name	A-L	M-Z

P This number comes from the Ballot Statement in section "P".

WE FURTHER CERTIFY that the number of voters who voted in this precinct at this election is **P**, and that the above list of voters, less those who did not vote as enumerated above, constitutes the roster of this precinct for this election.

WE FURTHER CERTIFY that the total number of official ballots received, voted, rejected, spoiled and cancelled, found in the ballot container and the number accounted for is as indicated on the Ballot Statement.

WE FURTHER CERTIFY that the Assisted Voters List and Challenge List show a complete list of all voters assisted or challenged.

Attention: All Precinct Officers including Student Pollworkers must sign below.

Inspector **X** \_\_\_\_\_ Pct Officer **X** \_\_\_\_\_  
Pct Officer **X** \_\_\_\_\_ Pct Officer **X** \_\_\_\_\_  
Pct Officer **X** \_\_\_\_\_ Pct Officer **X** \_\_\_\_\_

#### BALLOT STATEMENT (EC 14405)

Voting Unit #	OPTIONAL-Voting Equipment Security Log is the official chain of custody report	Qualified Votes	Provisional Votes	Total Votes
A	B	C	D	E
Place Tamper-Evident Seal Here or in the Seals Bag.				

#### REGULAR BALLOTS ISSUED

The Number of Ballots Issued	F	+
The Number of additional ballots issued during the day	G	+
Total available ballots to vote	H	=

The number of Unused ballots (Place in White Box)	I	+
The number of Spoiled ballots (Place the envelopes in the plastic bag and into White Box)	J	+
The number of Voted ballots (Place in Brown Voted Ballot Box)	K	+
Total	L	=

Should Agree

Ballot M-Z, Voter (Voters List)	M
---------------------------------	---

Should Agree

from above) N	+	
above) O	+	
Total	P	=

ISSUED	Q
--------	---

Count	R	+
-------	---	---

Should Agree

Box ) S	+
---------	---

Envelopes) T	+
--------------	---

Total	U	=
-------	---	---

lots ap) V
------------

THE BROWN VOTED BALLOT CARTON.

ELECTION DAY (CLOSE OF POLLS)

# Election Day

## Closing Polls Procedures Team 1 (Cont'd)

**Closed**



Record the following information from the Accessible Voting Unit onto the Ballot Statement.

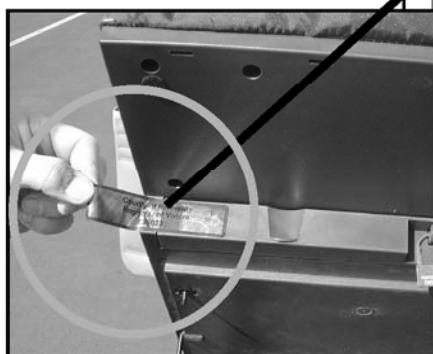
**9**

Team 1 records the voting unit's number in box "A" of the "Ballot Statement".

BALLOT STATEMENT (EC 14405)				
OPTIONAL-Voting Equipment Security Log is the official chain of custody report				
Voting Unit #		Qualified Votes	Provisional Votes	Total Votes
A	B	C	D	E
5597	County of Riverside Registrar of Voters 014634	6	1	7

**10**

Team 1 removes the Tamper-Evident Seal from the unit's results cartridge compartment door and applies to box "B" on the "Ballot Statement." or in the Seal Bag.



For instructions on completing this form refer to pages 7-92 in your Election Officer Handbook.

**REGULAR BALLOTS ISSUED**

The Number of Ballots Issued

The Number of additional ballots issued during

Total available ballots to

The number of Unused ballots  
(Place in White Box)

The number of Spoiled ballots  
(Place blue and white envelopes in plastic bag and into

The number of Voted ballots  
(Place in Brown Voted Ballot Bag)

Total Number of Electronic and Paper Regular ballots  
in "Combined Roster and Index" A-L, M-Z  
(Include signatures from the Supplemental Active  
Roster List, Authorized Voter List, and Curbside

Total number of "Qualified Votes" (Same as "C" from above)

The number of Votes

The number of Pro

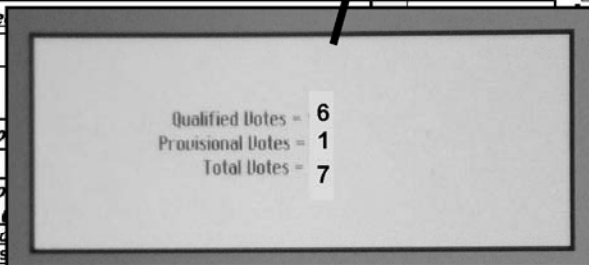
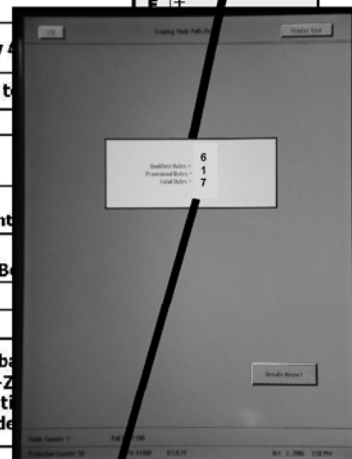
The number of Pro

The number of Spo

The number of Blue Provisional envelopes (voted only)  
(Place in plastic bag and into Red Transport bag)

Total

The number of Dropped Off Vote-by-Mail ballots



**11**

Team 1 records the number of votes from the screen to the following boxes on the Ballot Statement: Qualified Votes= to box "C", Provisional Votes= to box "D", and Total Votes= to box "E". Write zeros if no ballots are cast. **Once the above results have been recorded, return the Combined Roster and Index to Team 2 to complete the remainder of the report.**



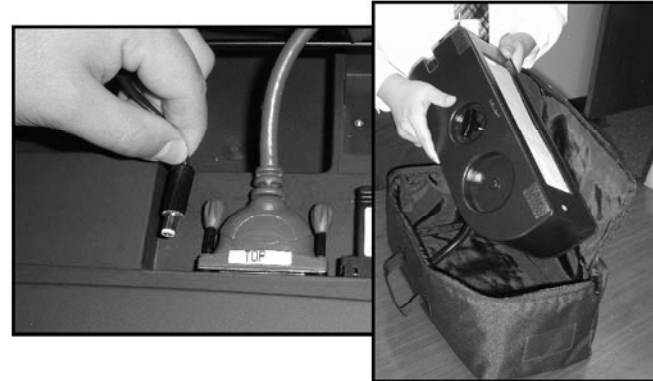
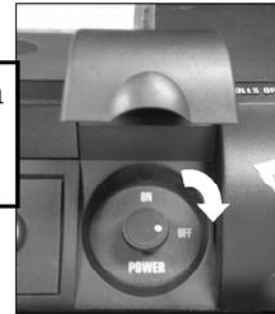
# Election Day

## Closing Polls Procedures Team 1 (Cont'd)

**Closed**

**12**

After recording the information from the unit, the power can be turned off. Lift the POWER ON/OFF cover and turn to OFF.



**13**

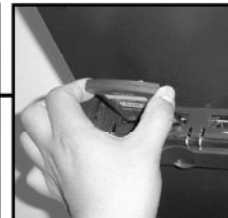
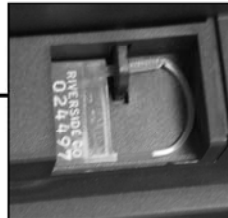
Detach the VeriVote® printer's power cables. Break the red rail seal, remove the printer, and place inside its carrying case. Drop the red seal into the Seals Bag.

### REMEMBER

**Both printers go with the ballots to the collection center.**

**14**

Retrieve the results cartridge by breaking the remaining red seal, lift the cover, and pull out the results cartridge. Place the results cartridge in the plastic "Official Returns Envelope" and zip closed. **The results cartridge is returned even if there were no votes cast on the unit.**



**15**

Place the "Official Returns Envelope," containing the Results Cartridge with the voted ballots into the brown Voted Ballot Carton.

**16**

Disassemble the Accessible Voting Unit and place with the equipment to be picked up.

**ELECTION DAY (CLOSE OF POLLS)**

## Closing Polls Procedures Team 1 (Cont'd)

**closed**

17

**Inspector, complete the “REGULAR BALLOTS ISSUED” section with the following information:**

“The Number of Ballots Issued”, box “F”, will be filled in by the Registrar of Voters’ office. If, due to high voter turn out, it is necessary to issue more ballots; fill in box “G” “The number of additional ballots issued during the day” with the number of extra ballots received. Add box “F” and “G” and write the total in box “H”.

<b>BALLOT STATEMENT</b> (EC 14405)				
Voting Unit #	OPTIONAL-Voting Equipment Security Log is the official chain of custody report	Qualified Votes	Provisional Votes	Total Votes
A 5597	County of Riverside Registrar of Voters 014834	C  6	D  1	E  7

**REGULAR BALLOTS ISSUED**

The Number of <u>Ballots Issued</u>	F +	725
The Number of additional ballots issued during the day	G +	0
Total available ballots to vote	H =	725

The number of <u>Unused</u> ballots (Place in White Box)	I +	
The number of <u>Spoiled</u> ballots (Place blue and white envelopes in plastic bag and into White Box )	J +	
The number of <u>Voted</u> ballots (Place in Brown Voted Ballot Box)	K +	
Total	L =	

Total Number of Electronic and Paper Regular ballot signatures in "Combined Roster and Index" A-L, M-Z. (Include signatures from the Supplemental Active Voter Roster List, Authorized Voter List, and Curbside Voters List)	M	
---	---	--

Total number of "Qualified Votes" (Same as "C" from above)	N +	
The number of <u>Voted</u> ballots (Same as "K" from above)	O +	
Total	P =	

**PROVISIONAL BALLOTS ISSUED**  
(EC 14405)

The number of Provisional Ballots Issued	Q	
--	---	--

After Team 1 has completed their tasks they will help Team 2 with counting voted ballots, spoiled ballots, provisional ballots, and dropped off Vote by Mail ballots. When the counting of signatures and ballots is complete begin filling out the Ballot Statement.

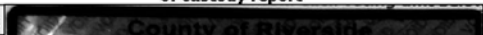
**Note:** Ballots will be issued in pads of 50.

**Closed**

18

- ✦ In box “I” write the total number of Regular Unused Ballots.
- ✦ In box “J” write in the total of Spoiled Ballots.
- ✦ In box “K” write in the total of Voted Ballots.
- ✦ Add boxes “I”, “J”, and “K” write total in box “L”.  
Box “L” and Box “H” should show the same total.

## ELECTION DAY (CLOSE OF POLLS)

BALLOT STATEMENT (EC 14405)				
Voting Unit #	OPTIONAL-Voting Equipment Security Log is the official chain of custody report	Qualified Votes	Provisional Votes	Total Votes
A	B	C	D	E
5597		6	1	7

<u>REGULAR BALLOTS ISSUED</u>	
<i>The Number of <u>Ballots</u> Issued</i>	<b>F</b> + 725
<i>The Number of additional ballots issued during the day</i>	<b>G</b> + 0
Total available ballots to vote	<b>H</b> = 725

The number of <u>Unused</u> ballots (Place in White Box)	I <sup>+</sup>	241
The number of <u>Spoiled</u> ballots (Place blue and white envelopes in plastic bag and into White Box)	J <sup>+</sup>	4
The number of <u>Voted</u> ballots (Place in Brown Voted Ballot Box)	K <sup>+</sup>	480
Total	=	725

<b>Total Number of Electronic and Paper Regular ballot signatures in "Combined Roster and Index" A-L, M-Z.</b> (Include signatures from the Supplemental Active Voter Roster List, Authorized Voter List, and Curbside Voters List)		<input type="text"/>	
<b>Total number of "Qualified Votes" (Same as "C" from above)</b>		<input type="text"/>	<input type="text"/>
<b><i>The number of <u>Voted</u> ballots (Same as "K" from above)</i></b>		<input type="text"/>	<input type="text"/>
<b>Total</b>		<input type="text"/>	<input type="text"/>

[illegible]

**closed**

## 19

- (EC 14405)

### REGULAR BALLOTS ISSUED

~~PROVISIONAL RAILROAD~~ ISSUED

Registration Close: 02/22/2006

**\*WARNING:** It is a crime punishable by imprisonment in the state prison or in county jail for anyone to fraudulently vote, fraudulently attempt to vote, vote more than once.

NOTE: AFTER VOTER HAS EXECUTED, RETURN TO ROSTER POCKET AND RECORD ON SIGNATURE LINE IN THE COMBINED ROSTER AND BOOK THE WORDS "CURBSIDE VOTER"

Closed

# Election Day

## Closing Polls Procedures Team 1 (Cont'd)

20

### Provisional Ballots Issued

- ✦ In box "Q" the number of unused ballots given to the polling place will be provided.
- ✦ Write in box "R" the total number of Unused Provisional Ballots.
- ✦ Write in box "S" the total number of Spoiled Provisional Ballots.
- ✦ Write in box "T" the total number of Voted Provisional Ballots in blue envelopes.
- ✦ Add boxes "R", "S", and "T" and write the total in box "U".
- ✦ Write the total number of dropped off Vote By Mail ballots in box "V".

ELECTION DAY (CLOSE OF POLLS)

#		of custody report	Votes	Votes	Total Votes
A	B	C	D	E	
5597		County of Riverside Registrar of Voters 014534	6	1	7

91 FONDOS PARA TRANSPORTE, INICIATIVA CONSTITUCIONAL POR INCERTIDUMBRE, PROHIBA que ciertos individuos voten al comitente de

93 LIMITES SOBRE LOS PERIODOS DE LOS LEGISLADORES, INICIATIVA CONSTITUCIONAL, NO INICIATIVA. Reclame al servicio

PROVISIONAL OFFICIAL BALLOT / BALOTA OFICIAL  
PEACE AND FREEDOM PARTY / PARTIDO PAZ Y LIBERTAD  
CONSOLIDATED PRESIDENTIAL PRIMARY / PRIMARIA PRESIDENCIAL CONSOLIDADA

91 FONDOS PARA TRANSPORTE, INICIATIVA CONSTITUCIONAL POR INCERTIDUMBRE, PROHIBA que ciertos individuos voten al comitente de

93 LIMITES SOBRE LOS PERIODOS DE LOS LEGISLADORES, INICIATIVA CONSTITUCIONAL, NO INICIATIVA. Reclame al servicio

PROVISIONAL OFFICIAL BALLOT / BALOTA OFICIAL  
PEACE AND FREEDOM PARTY / PARTIDO PAZ Y LIBERTAD  
CONSOLIDATED PRESIDENTIAL PRIMARY / PRIMARIA PRESIDENCIAL CONSOLIDADA  
RIVERSIDE COUNTY  
FEBRUARY

INSTRUCTIONS TO VOTERS: To VOTE, connect the arrow to the candidate's name. To vote for a qualified write-in candidate, write the name in the space provided. Use a black ball point pen (DO NOT use felt tip, red or blue ink).  
INSTRUCCIONES A LOS VOTANTES: Para VOTAR, conecte la flecha con el nombre del candidato. Para votar por un candidato calificado por escrito, escriba el nombre en el espacio proporcionado. Use una pluma negra (NO use punta de feltro, roja o azul).

BT 0915

THE ARROW

80

REGULAR BALLOTS ISSUED

Number of Ballots Issued	F +	725
Number of additional ballots issued during the day	G +	0
Total available ballots to vote	H =	725
Number of Unused ballots (Place in White Box)	I +	241
Number of Spoiled ballots and white envelopes in plastic bag and into White Box	J +	4
Number of Voted ballots (Place in Brown Voted Ballot Box)	K +	480
Total	L =	725

Should Agree

Number of Electronic and Paper Regular ballot signatures in "Combined Roster and Index" A-L, M-Z. (Include signatures from the Supplemental Active Voter Roster List, Authorized Voter List, and Curbside Voters List)

M	486
---	-----

Total number of "Qualified Votes" (Same as "C" from above)	N +	6
The number of Voted ballots (Same as "K" from above)	O +	480
Total	P =	486

Should Agree

### PROVISIONAL BALLOTS ISSUED (EC 14405)

The number of Provisional Ballots Issued	Q	100
The number of Provisional Unused ballots-Count (Place in White Box)	R +	80
The number of Spoiled Provisional ballots (Place envelopes in plastic bag and into White Box)	S +	1
The number of Blue Provisional envelopes (Voted only) (Place in plastic bag and into Red Transport bag)	T +	19
Total	U =	100
The number of Dropped Off Vote-by-Mail ballots (Place in plastic bag and into Red Transport bag)	V	40

Should Agree

DO NOT OPEN

1

STOP

SPOILED PROVISIONAL BALLOT

**WARNING: Voting Twice Constitutes a Felony**

This envelope contains a voted ballot and is to be opened only by election officials at Election Headquarters.

VOTER'S NAME (PRINT) Mary Jane Doe declares: (1) I am at least 18 years of age. (2) I am a citizen of the United States. (3) I reside at the address listed below. (4) I am a registered voter in Riverside County. (5) I have not voted previously in this election either by Vote-by-Mail ballot or at any other polling place.

I declare under penalty of perjury that the declarations made herein are true and correct to the best of my knowledge and belief.

Executed on this date 11-2-08 Mary Jane Doe 3-2-56  
MONTH, DAY, YEAR Riverside County, California SIGNATURE M. Jane Doe BIRTH DATE

Birth Place Gore, OK CA ID# B1235555  
12345 Madison Ave Riverside, CA 92506  
CURRENT RESIDENCE ADDRESS CITY STATE ZIP CODE

PREVIOUS RESIDENCE ADDRESS STATE ZIP CODE

Predict: 19  
Ballot Type:  
Party:

RIVERS Nov 108

Place "YELLOW" COPY OF THIS DOCUMENT IN THE BROWN VOTED BALLOT CARTON.

YOUR VOTED BALLOT MUST BE IN OUR OFFICE BY CLOSE OF POLLS ON ELECTION DAY TO COUNT.

STOP! HAVE YOU SIGNED YOUR ENVELOPE?

VOTER: READ INSTRUCTIONS BELOW AND SIGN. If you are a voter who has voted by mail, you must sign the back of the ballot. If you are a voter who has voted at a polling place, you must sign the front of the ballot. If you are a voter who has voted by mail and at a polling place, you must sign both the front and back of the ballot. If you are a voter who has voted by mail and at a polling place and at another polling place, you must sign all three ballots.

Important! Your ballot cannot be counted unless you sign before the polls close. If you do not sign, your ballot will be discarded.

Sign: Bobby Joe Smith 11-  
12346 Madison Ave  
Bobby Joe Smith  
12346 Madison Ave.  
Riverside, CA 92506

40



# Election Day

## Closing Polls Procedures Team 1 (Cont'd)

Record the name of voters that fled or did not vote in your precinct after being processed to vote.

**CERTIFICATE OF COMPLETION**  
(EC 14107)

**IMPORTANT NOTICE: YOU MUST COMPLETE AND SIGN THIS PAGE, AND COMPLETE THE "BALLOT STATEMENT" IN ORDER TO CONCLUDE YOUR DUTIES AS AN ELECTION OFFICER AND RECEIVE YOUR STIPEND.**

WE HEREBY CERTIFY that all voters whose signatures appear hereinbefore in this roster voted this day except the following who, after signing the roster, failed to vote or were challenged and denied the right to vote:

Name	A-1	M-2

P This number comes from the Ballot Statement in section "P".

WE FURTHER CERTIFY that the number of voters who voted in this precinct at this election is **P 486** and that the above list of voters, less those who did not vote as enumerated above, constitutes the roster of this precinct for this election.

WE FURTHER CERTIFY that the total number of official ballots received, voted, rejected, spoiled and cancelled, found in the ballot container and the number accounted for is as indicated on the Ballot Statement.

WE FURTHER CERTIFY that the Assisted Voters List and Challenge List show a complete list of all voters assisted or challenged.

Attention: All Precinct Officers including Student Pollworkers must sign below.

Inspector X \_\_\_\_\_ Pct Officer X \_\_\_\_\_  
Pct Officer X \_\_\_\_\_ Pct Officer X \_\_\_\_\_  
Pct Officer X \_\_\_\_\_ Pct Officer X \_\_\_\_\_

All Election Officers,  
including students must sign here.

**BALLOT STATEMENT**  
(EC 14405)

Voting Unit #	OPTIONAL-Voting Equipment Security Log is the official chain of custody report	Qualified Votes	Provisional Votes	Total Votes
A 5597	B County of Riverside Registrar of Voters 36040	C 6	D 1	E 7

**REGULAR BALLOTS ISSUED**

The Number of Ballots Issued	F + 725
The Number of additional ballots issued during the day	G + 0
Total available ballots to vote	H = 725
The number of Unused ballots (Place in White Box)	I + 241
The number of Spoiled ballots (Place blue and white envelopes in plastic bag and into White Box)	J + 4
The number of Voted ballots (Place in Brown Voted Ballot Box)	K + 480
Total	L = 725

**Total Number of Electronic and Paper Regular ballot signatures - "Combined Roster and Index" A-L, M-Z. (Include signatures from the Supplemental Active Voter Roster List, Authorized Voter List, and Curbside Voters List)**

M	486
---	-----

**Total number of "Qualified Votes" (Same as "C" from above)**

N +	6
-----	---

**The number of Voted ballots (Same as "K" from above)**

O +	480
Total	P = 486

**PROVISIONAL BALLOTS ISSUED**  
(EC 14405)

The number of Provisional Ballots Issued	Q + 100
The number of Provisional Unused ballots-Count (Place in White Box)	R + 80
The number of Spoiled Provisional ballots (Place envelopes in plastic bag and into White Box)	S + 1
The number of Blue Provisional envelopes (Voted Only) (Place in plastic bag and into Red Transport bag)	T + 19
Total	U = 100
The number of Dropped Off Vote-by-Mail ballots (Place in plastic bag and into Red Transport bag)	V + 40

PLACE THE "YELLOW" COPY OF THIS DOCUMENT IN THE BROWN VOTED BALLOT CARTON.

21

Record the number from box "P" on the "Ballot Statement", to box "P" on the "Certificate of Completion".

22

Place Vote-By-Mail Voted & Surrendered Ballots, Provisional Voted Ballots, and Spoiled Ballots in their corresponding plastic return bags.





# Election Day

**Closed**

## Closing Polls Procedures Team 1 (Cont'd)

**23**

### Precinct Posting (Post White Copy)

Before placing all the rosters in the Red Transport bag make sure you have posted outside the polling place the white copy of the Precinct Posting for the public to view and placed the yellow copy inside the "Seals Bag." The "Seals Bag" must be placed in the red Transport Bag.

**Precinct: 36040** **PRECINCT POSTING** **BT01**  
**July 4, 1776 General Election**

**A** Record the Number of Qualified Votes from the Results Report

**QUALIFIED VOTES**  
5

**B** Fewer than five voters voluntarily elected to vote on the Accessible Voting Unit (AVU).  
 • Check the box at left to indicate that the Precinct Board members attempted to ensure that at least five voters voluntarily cast ballots on the AVU.  
 • In order to protect voter privacy, DO NOT COMPLETE SECTION C.  
 • Sign the statement in section D.  
 • Post white copy outside of polling place in plain view; place yellow copy in Seals Bag.

**C** Five or more voters voluntarily elected to vote on the Accessible Voting Unit (AVU).  
 • Record the summary results from the AVU below.  
 • Do not record undervotes or write-in votes.  
 • Sign the statement in section D.  
 • Post white copy outside of polling place in plain view; place yellow copy in Seals Bag.

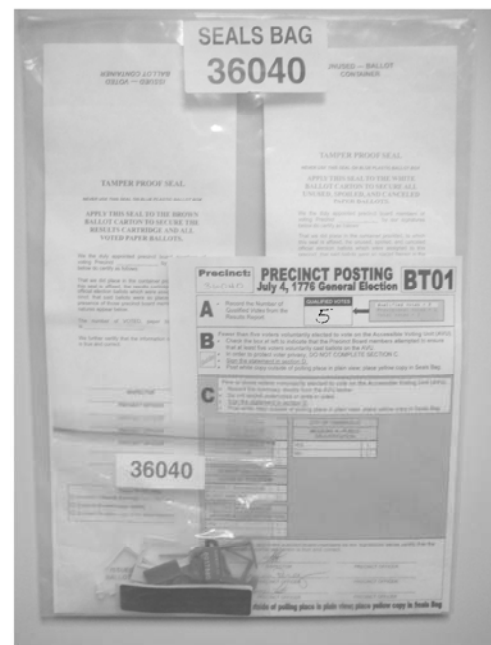
STATE OFFICERS		CITY OF TOWNVILLE	
STATE SENATOR 37TH DISTRICT		MEASURE A—PUBLIC BEAUTIFICATION	
FLORENCE NIGHTINGALE	1	YES	1
ANDREW CARNegie	1	NO	0
FRANCIS SCOTT KEY	0		
NONPARTISAN OFFICES			
BOARD OF EDUCATION			
BOOKER T. WASHINGTON	1		
ALBERT EINSTEIN	0		
CITY OF TOWNVILLE			
MEASURE B—LAND ACQUISITION			
YES	0		
NO	1		

**D** We the duly appointed precinct board members by our signatures below certify that the information contained herein is true and correct.

INSPECTOR: \_\_\_\_\_ PRECINCT OFFICER: \_\_\_\_\_  
 PRECINCT OFFICER: \_\_\_\_\_ PRECINCT OFFICER: \_\_\_\_\_  
 PRECINCT OFFICER: \_\_\_\_\_ PRECINCT OFFICER: \_\_\_\_\_

**Post white copy outside of polling place in plain view; place yellow copy in Seals Bag**

"Place Yellow Copy  
in Seals Bag"

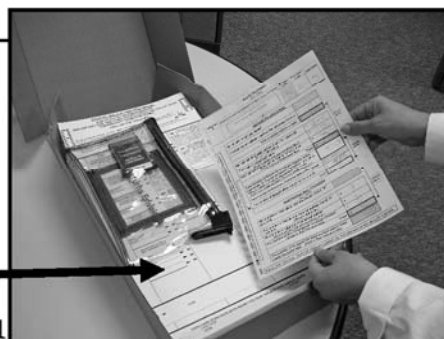
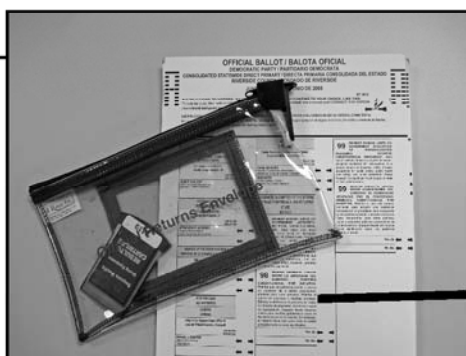


After completing all closing documents, begin packing the ballots.

**24**

### Brown Voted Ballot Carton

Place all **voted ballots** and the "Official Returns Envelope" with the results cartridge, and the yellow copy of the "Ballot Statement" into the brown Voted Ballot Carton.

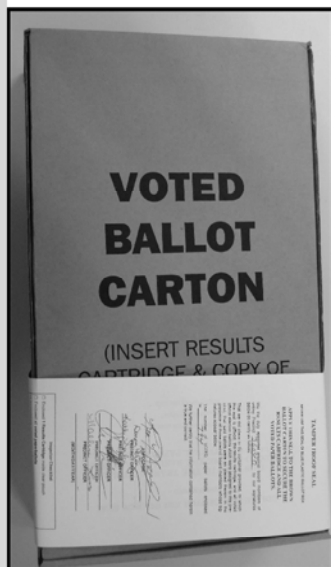




# Election Day

**Closed**

## Closing Polls Procedures Team 1 (Cont'd)



Place seal across Voted Ballot Carton.

### TAMPER PROOF SEAL

NEVER USE THIS SEAL ON BLUE PLASTIC BALLOT BOX

APPLY THIS SEAL TO THE BROWN BALLOT CARTON TO SECURE THE RESULTS CARTRIDGE AND ALL VOTED PAPER BALLOTS.

We the duly appointed precinct board members of voting Precinct \_\_\_\_\_ by our signatures below do certify as follows:

That we did place in the container provided, to which this seal is affixed, the results cartridge, and all voted official election ballots which were assigned to this precinct; that said ballots were so placed therein in the presence of those precinct board members whose signatures appear below.

The number of VOTED, paper ballots enclosed is **K** \_\_\_\_\_

We further certify that the information contained herein is true and correct.

\_\_\_\_\_  
INSPECTOR  
\_\_\_\_\_  
PRECINCT OFFICER  
\_\_\_\_\_  
PRECINCT OFFICER  
\_\_\_\_\_  
PRECINCT OFFICER  
\_\_\_\_\_  
PRECINCT OFFICER  
\_\_\_\_\_  
PRECINCT OFFICER  
\_\_\_\_\_  
(MONTH/DAY/YEAR)

Inspector Checklist  
☐ Enclosed 1 Results Cartridge inside clear pouch  
☐ Enclosed all voted paper ballots  
☐ Enclosed the yellow \_\_\_\_\_

(x)	J	4
K	+	480

ISSUED — VOTED  
BALLOT CONTAINER

**25**

After everything is inside close the box. Inspectors must complete, sign, and date the Tamper Proof Seal and all Election Officers must sign. Seal the Voted Ballot Carton by placing the Tamper Proof Seal across the carton.

We the duly appointed precinct board members of voting Precinct 36040 by our signatures below do certify as follows:

That we did place in the container provided, to which this seal is affixed, the results cartridge, and all voted official election ballots which were assigned to this precinct; that said ballots were so placed therein in the presence of those precinct board members whose signatures appear below.

The number of VOTED, paper ballots enclosed is **K** 480

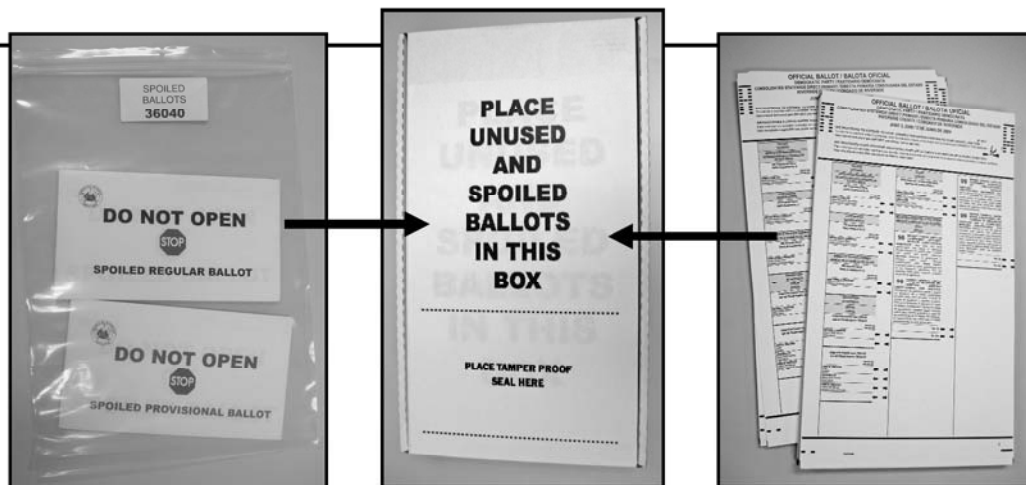
We further certify that the information contained herein is true and correct.

Record the number from box "K" on the Ballot Statement onto the "Voted Ballot Container" Tamper Proof Seal.

**26**

## White Unused and Spoiled Ballots Box

Place all unused and spoiled ballots into the white Unused and Spoiled Ballots Box.



# Election Day

## Closing Polls Procedures Team 1 (Cont'd)

27

After everything is inside close the box. Inspectors must complete, sign, and date the Tamper Proof Seal and all Election Officers must sign. Seal the box by placing the seal completely across the box.

### UNUSED, SPOILED, AND CANCELED PAPER BALLOTS.

We the duly appointed precinct board members of voting Precinct **36040** below do certify as follows:

That we did place in the container provided, to which this seal is affixed, the unused, spoiled, and canceled official election ballots which were assigned to this precinct; that said ballots were so placed therein in the presence of those precinct board members whose signatures appear below.

The number of unused, spoiled, and canceled paper ballots enclosed is: **326**

**I + J + R + S = number of ballots**

We further certify that the information contained herein is true and correct.

Record the Precinct number

I +	<b>241</b>	Should Agree
J +	<b>4</b>	
R +	<b>80</b>	Should Agree
S +	<b>1</b>	

Record the number from box "I", "J", "R", and "S" from the Ballot Statement

PLACE  
UNUSED  
AND  
SPOILED  
BALLOTS  
IN THIS  
BOX

### Red Transport Bag

Remove the Collection Center map from the bag. Place in the bag the following; box of voter cards, all rosters (the "Combined Roster and Index A-L" and "M-Z" and the "Paper/Electronic Provisional Voter Roster), the Provisional Voted Ballot bag, and the Voted Surrendered Vote-By-Mail bag, and Seals Bag in the red Transport bag.

29

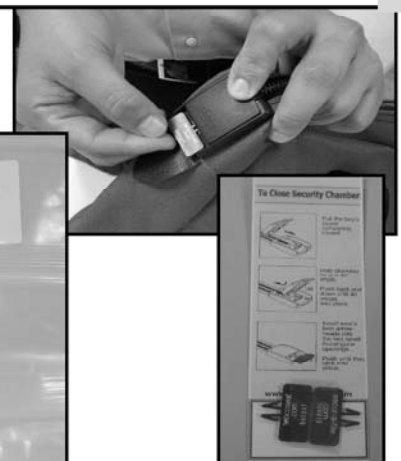
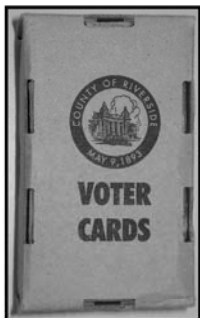
### Red Chamber Seal

This seal is located inside the tag of the Red Transport Bag. Insert the seal into the Red Transport Bag's zipper security lock. Return the extra seal to the tag.

### Paper/Electronic Provisional Voter Roster

Please refer to the Paper/Electronic Provisional Ballot Issue Guide for detailed instructions on processing Provisional Voters

Election Officers please note:  
The first section inside this roster contains a roster designed ONLY for voters that are issued Paper Provisional Ballots. The second section inside the roster contains the roster designed ONLY for Electronic Provisional Ballots. For each person who casts an Electronic Provisional Ballot in your precinct, an "extra blank" must be carefully completed (except for the area designated "Office use only").



ELECTION DAY (CLOSE OF POLLS)

# Election Day

## INSPECTOR'S ELECTION CHECKLIST "Close of Polls"

Inspector, upon completion of all Election Day procedures, finalize the "INSPECTOR'S ELECTION CHECKLIST" and place a check mark on the appropriate item to indicate it has been completed. The new procedure for this election is that the security seals on the Accessible Voting Unit (AVU) will need to be verified four times during the election process including **Election Eve, Election Morning, Election Day, and at the Close of Polls**. The documents that should have also been completed and signed by the Inspector include the Declaration of Election Officers (Oath), and the Election Officer Payroll sheet.

ELECTION DAY (CLOSE OF POLLS)

**VOTING EQUIPMENT SECURITY LOG**  
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.  
May 19, 2009 Consolidated Statewide Special Election

Precinct No: 36040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403

AVU Case Bottom Left Screw Seal <b>433951</b>	AVU Case Bottom Right Screw Seal <b>433279</b>
AVU Display Back Cover Seal #1 <b>K732954</b>	AVU Display Back Cover Seal #2 <b>K732956</b>
Tamper-Evident Seal <b>D18826</b>	Reset Switch Seal <b>K732915</b>
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b>	Polls Open-Closed Red Seal <b>0031196</b>
Record VeriVote Seal # <b>0028423</b>	Record VeriVote Rail Seal # <b>0028211</b>
Record VeriVote Replacement Seal #	Record Replacement VeriVote Rail Seal #

**ACCESSIBLE VOTING UNIT SEAL LOG**

Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification	7:00pm	YES	Heather Dayley	KWS	MA	MA
Election Morning Verification	6:30am	YES	Heather Dayley	KWS	MA	MA
Election Day Verification by Range Inspector	1:00pm	YES	Heather Dayley	KWS	MA	MA
Close of Poll Verification	8:00pm	YES	Heather Dayley	KWS	MA	MA

If the seal is not intact, or there are any signs of suspected tampering, take the unit out of service and contact the Range Inspector. If you can not reach your Range Inspector, call ROV immediately at (877) 663-9906 or (951) 486-7330.

Before opening the Polls, the Inspector and Precinct Officers must sign the following declaration:

**DECLARATION OF ELECTION OFFICERS**  
S.C. 13221

I, the undersigned, do hereby declare that I will support the Constitution of the United States and the Constitution of the State of California, and that I will faithfully discharge the duties of the office known and signed by my signature on the attached Precinct Board for the May 19th 2009 Precinct, to the best of my ability, for the election to be held on May 19th 2009.

Signed on this 19th day of May, 2009, in the presence of:

Heather Dayley Inspector  
Heather Dayley Precinct Officer  
Heather Dayley Precinct Officer  
Heather Dayley Precinct Officer  
Heather Dayley Precinct Officer  
Heather Dayley Precinct Officer

**First Voter Procedural Checklist**

California Elections Code 14215, requires that before issuing or receiving any ballots, the Inspector of the Precinct Board must open, exhibit, and close the ballot container(s). The following procedural checklist must be completed by a Precinct Inspector for the "First Voter" that arrives at the Voting Place once higher eligibility has been established.

After processing and obtaining all required documentation from the 1st eligible voter, the Inspector must verify that the blue and brown ballot boxes are empty and sealed. Then the Inspector must verify that the voter to the voting units and record the voting unit number on the "Public Counter Verification" section list below. Show the 1st voter the screen of each voting unit and ask him/her to confirm the "0" (zero) in the lower left corner of each screen as the "Public Counter".

Inspector Initials	
Ballot Box Verification	Yes No
Ballot Boxes are Empty?	
Ballot Boxes are Sealed?	
Inspector Initials	
Voting Unit Number	Public Counter Verification
Does the screen display a zero on the public counter?	Yes No

Inspector must witness the signature of all Election Officers, including those appointed to fill vacancies, before entering upon their duties. If Inspector is not present such declarations shall be witnessed by any Precinct Officer. If any Election Officer does not appear at the opening of the polls, or is not qualified to act, those voters present, including members of the board, shall appoint a voter to fill the vacancy. The Inspector shall appoint a Precinct Officer to witness the signature of the voter to act or become incapacitated during the progress of an election. If the Inspector is not present, the members of the precinct board may appoint a substitute.

**FILLED VACANCIES CERTIFICATE**

We hereby certify:  
Appointed by the Registrar of Voters as Election Officer(s) for said precinct but did not appear at the polls.  
Appointed as substitute(s) by the qualified electors present at the time for opening the polls.  
And, further that during the progress of the election no one was appointed or became incapacitated from acting and no one was appointed as substitute(s).

ATTESTED: \_\_\_\_\_

**INSPECTOR'S ELECTION CHECKLIST** ☒

Inspector, be sure to follow the checklist below to ensure that all the items listed have been completed. In order to receive your additional stipend, you must CHECK each item and sign and print your name on the lines provided below. Your check mark on this document is your verification that these documents have been completed and signed.

- ☒ ELECTION EVE
- ☒ VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)
- ☒ ELECTION MORNING
- ☒ DECLARATION OF ELECTIONS OFFICERS (OATH) (M-Z ROSTER)
- ☒ ELECTION OFFICERS PAYROLL (M-Z ROSTER)
- ☒ VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)
- ☒ ELECTION DAY
- ☒ VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER) RANGE INSPECTOR AND INSPECTOR MUST CHECK REQUIRED SEALS.
- ☒ CLOSE OF POLLS
- ☒ VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)
- ☐ BALLOT STATEMENT (M-Z ROSTER)
- ☐ CERTIFICATE OF COMPLETION (M-Z ROSTER)
- ☐ TAMPER PROOF SEAL ISSUED-VOTED BALLOT CONTAINER (SEALS BAG)
- ☐ TAMPER PROOF SEAL UNUSED-BALLOT CONTAINER (SEALS BAG)
- ☐ PRECINCT POSTING (SEALS BAG)

**For office use only**  
Auditor, were the following items completed by the precinct Inspector?

**ELECTION EVE:**  
VESI..... ☐  
**ELECTION MORNING:**  
DOFEO (OATH)..... ☐  
EOP..... ☐  
VESI..... ☐  
**ELECTION DAY:**  
VESI..... ☐  
**CLOSE OF POLLS:**  
VESI..... ☐  
BS..... ☐  
COFC..... ☐  
TPSIVBC..... ☐  
TPSUBC..... ☐  
PP..... ☐

County Registrar of Voters  
2724 Gateway Drive • Riverside, CA 92507 • www.voteinfo.net  
Elections Officers and Polls Division • 951-486-7331 • 951-486-7330 (fax)

**Election Officers Payroll**  
Consolidated Primary Election  
November 4, 2008 Voting Precinct 0036040

If one or more of the Election Officers listed below did not work on Election Day, please list through the name, and have the replacement worker print name and address to the right and then sign below. By completing and signing this Payroll form you are certifying that you worked the entire Election Day (including breaks) unless indicated otherwise, and that you have signed the Declaration of Oath located in the Combined Roster and Index.

**Note:** You must be a registered voter in order to work as an Election Officer. If you are not registered to vote at your current address (Student Pollworkers excepted), complete a voter registration form and place it into the pocket at the back of the Combined Roster and Index before beginning any official duties.

Range Inspector Signature	Range Inspector Name	Range Inspector Address	Range Inspector Signature	Range Inspector Name	Range Inspector Address
<u>Heather Dayley</u>	Heather Dayley	1339 Woodbury Ln San Jacinto, CA 92582	<u>Heather Dayley</u>	Heather Dayley	1339 Woodbury Ln San Jacinto, CA 92582
<u>Heather Dayley</u>	Heather Dayley	1339 Woodbury Ln San Jacinto, CA 92582	<u>Heather Dayley</u>	Heather Dayley	1339 Woodbury Ln San Jacinto, CA 92582
<u>Heather Dayley</u>	Heather Dayley	1339 Woodbury Ln San Jacinto, CA 92582	<u>Heather Dayley</u>	Heather Dayley	1339 Woodbury Ln San Jacinto, CA 92582
<u>Heather Dayley</u>	Heather Dayley	1339 Woodbury Ln San Jacinto, CA 92582	<u>Heather Dayley</u>	Heather Dayley	1339 Woodbury Ln San Jacinto, CA 92582

**Expect payment within 4-6 weeks**  
County Employee Pollworkers please note- your department may request to see your Registrar of Voters issued Stipend stub for Election Day service.

INSPECTOR'S PRINTED NAME: \_\_\_\_\_ INSPECTOR'S SIGNATURE: \_\_\_\_\_  
May 19, 2009 Consolidated Statewide Special Election

# Election Day

## INSPECTOR'S ELECTION CHECKLIST "Close of Polls" (Cont'd)

ELECTION DAY (CLOSE OF POLLS)

**BALLOT STATEMENT**  
(EC 14405)

Voting Unit: **OPTIONAL** Voting Equipment Security Log is the official chain of custody report.

**A** Place Tamper-Evident Seal Here or in the Seals Bag.

**REGULAR BALLOTS ISSUED**

The Number of Ballots Issued

The Number of additional ballots issued during the day

Total available ballots to vote

The number of Unused ballots (Place in White Box)

The number of Spoiled ballots (Place the envelopes in the plastic bag and into White Box)

The number of Voted ballots (Place in Brown Voted Ballot Box)

Total

Total Number of Electronic and Paper Regular ballot signatures in "Combined Roster and Index" A-L, M-Z. (Include signatures from the Supplemental Active Voter Roster List, Authorized Voter List, and Curbside Voters List)

Total number of "Qualified Votes" (Same as "C" from above)

The number of Voted ballots (Same as "K" from above)

Total

**PROVISIONAL BALLOTS ISSUED**  
(EC 14405)

The number of Provisional Ballots Issued

The number of Provisional Unused ballots-Count (Place in White Box)

The number of Spoiled Provisional Ballots (Place envelopes in plastic bag and into White Box)

The number of Voted Provisional Ballots (Blue Envelopes) (Place in Brown Voted Ballot Box)

Total

UNUSED — BALLOT CONTAINER

TAMPER PROOF SEAL

NEVER USE THIS SEAL ON BLUE PLASTIC BALLOT BOX

APPLY THIS SEAL TO THE WHITE BALLOT CARTON TO SECURE ALL UNUSED, SPOILED, AND CANCELED PAPER BALLOTS.

We the duly appointed precinct board members of voting Precinct \_\_\_\_\_ by our signatures below do certify as follows:

That we did place in the container provided, to which this seal is affixed, the unused, spoiled, and canceled official election ballots which were assigned to this precinct; that said ballots were so placed therein in the presence of those precinct board members whose signatures appear below.

The number of unused, spoiled, and canceled paper ballots enclosed is: **[ ]** = number of ballots

We further certify that the information contained herein is true and correct.

INSPECTOR \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

(MONTH/DAY/YEAR)

Inspector Checklist

☐ Enclosed all UNUSED regular paper ballots.

☐ Enclosed all UNUSED Provisional Paper Ballots.

☐ Enclosed all SPOILED paper ballots.

☐ Enclosed all CANCELED paper ballots.

UNUSED — BALLOT CONTAINER

**ISSUED — VOTED BALLOT CONTAINER**

TAMPER PROOF SEAL

NEVER USE THIS SEAL ON BLUE PLASTIC BALLOT BOX

APPLY THIS SEAL TO THE BROWN BALLOT CARTON TO SECURE THE UNUSED, SPOILED, AND CANCELED PAPER BALLOTS.

We the duly appointed precinct board members of voting Precinct \_\_\_\_\_ by our signatures below do certify as follows:

That we did place in the container provided, to which this seal is affixed, the results cartridge and all voted official election ballots which were assigned to this precinct; that said ballots were so placed therein in the presence of those precinct board members whose signatures appear below.

The number of VOTED, paper ballots enclosed is **[ ]**

We further certify that the information contained herein is true and correct.

INSPECTOR \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

(MONTH/DAY/YEAR)

Inspector Checklist

☐ Enclosed 1 Results Cartridge inside voter packet.

☐ Enclosed all voted paper ballots.

☐ Enclosed the yellow copy of the Ballot Statement.

ISSUED — VOTED BALLOT CONTAINER

### CERTIFICATE OF COMPLETION (EC 14107)

IMPORTANT NOTICE: YOU MUST COMPLETE AND SIGN THIS PAGE, AND COMPLETE THE "BALLOT STATEMENT" IN ORDER TO CONCLUDE YOUR DUTIES AS AN ELECTION OFFICER AND RECEIVE YOUR STIPEND.

WE HEREBY CERTIFY that all voters whose signatures appear hereinbefore in this roster voted this day except the following who, after signing the roster, failed to vote or were challenged and denied the right to vote:

Name	A-L	M-Z

**P** This number comes from the Ballot Statement in section "F".

WE FURTHER CERTIFY that the number of voters who voted in this precinct at this election is **[ ]**, and that the above list of voters, less those who did not vote as enumerated above, constitutes the roster of this precinct for this election.

WE FURTHER CERTIFY that the total number of official ballots received, voted, rejected, spoiled and cancelled, found in the ballot container and the number accounted for is as indicated on the Ballot Statement.

WE FURTHER CERTIFY that the Assisted Voters List and complete list of all voters assisted or challenged.

Attention: All Precinct Officers including Student Pollers

Inspector X \_\_\_\_\_ Pct Officer X \_\_\_\_\_

Pct Officer X \_\_\_\_\_ Pct Officer X \_\_\_\_\_

Pct Officer X \_\_\_\_\_ Pct Officer X \_\_\_\_\_

Inspector, remember to sign and date the INSPECTOR'S ELECTION CHECKLIST in order to receive your additional stipend.

Precinct: **36040** **PRECINCT POSTING** **July 4, 1776 General Election** **BT01**

**A** Record the Number of Qualified Votes from the Results Report

**B** Fewer than five voters voluntarily elected to vote on the Accessible Voting Unit (AVU). Check the box at left to indicate that the Precinct Board members attempted to ensure that at least five voters voluntarily cast ballots on the AVU.

**C** Five or more voters voluntarily elected to vote on the Accessible Voting Unit (AVU). Record the summary results from the AVU below.

STATE OFFICES	CITY OF TOWNSVILLE
STATE SENATOR 37TH DISTRICT	MEASURE A—PUBLIC BEAUTIFICATION
FLORENCE NIGHTINGALE	YES <input type="checkbox"/> NO <input type="checkbox"/>
ANDREW CARNEGIE	YES <input type="checkbox"/> NO <input type="checkbox"/>

**D** We the precinct board members by our signatures below certify that the information herein is true and correct.

INSPECTOR \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_

### INSPECTOR'S ELECTION CHECKLIST ☒

Inspector, be sure to follow the checklist below to ensure that all the items listed have been completed. In order to receive your additional stipend, you must **CHECK** each item and sign and print your name on the lines provided below. Your check mark on this document is your certification that these documents have been completed and signed.

- ☒ **ELECTION EVE**
- ☒ **VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)**
- ☒ **ELECTION MORNING**
- ☒ **DECLARATION OF ELECTIONS OFFICERS (OATH) (M-Z ROSTER)**
- ☒ **ELECTION OFFICERS PAYROLL (M-Z ROSTER)**
- ☒ **VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)**
- ☒ **ELECTION DAY**
- ☒ **VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER) RANGE INSPECTOR AND INSPECTOR MUST CHECK REQUIRED SEALS.**
- ☒ **CLOSE OF POLLS**
- ☒ **VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)**
- ☒ **BALLOT STATEMENT (M-Z ROSTER)**
- ☒ **CERTIFICATE OF COMPLETION (M-Z ROSTER)**
- ☒ **TAMPER PROOF SEAL ISSUED-VOTED BALLOT CONTAINER (SEALS BAG)**
- ☒ **TAMPER PROOF SEAL UNUSED-BALLOT CONTAINER (SEALS BAG)**
- ☒ **PRECINCT POSTING (SEALS BAG)**

**For office use only**

Auditor, were the following items completed by the precinct Inspector?:

**ELECTION EVE:**

VESL..... ☐

**ELECTION MORNING:**

DOFEO (OATH)..... ☐

EOP..... ☐

VESL..... ☐

**ELECTION DAY:**

VESL..... ☐

**CLOSE OF POLLS:**

VESL..... ☐

BS..... ☐

COFC..... ☐

TPSIVBC..... ☐

TPSUBC..... ☐

PP..... ☐

INSPECTOR'S PRINTED NAME: Caroline Sureda INSPECTOR'S SIGNATURE: Caroline Sureda

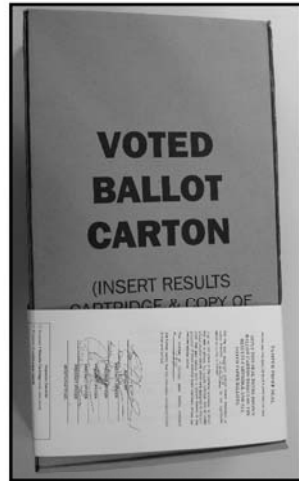
# Election Day

## Collection Center Items Team 1

**Closed**

The Inspector and another Officer, riding in the same vehicle, transport the following items to the Collection Center:

**ELECTION DAY (CLOSE OF POLLS)**



Brown voted ballot carton(s)



White Unused ballot return box(es)

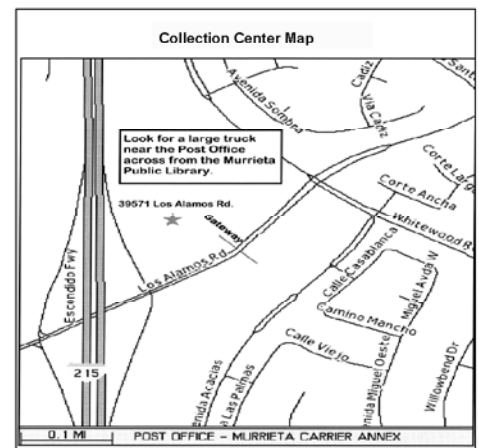


Red Transport Bag



2 VeriVote® Printers

- ✦ Election materials **must** be transported **inside** the vehicle.
- ✦ A map to the Collection Center is provided in the Red Transport Bag.
- ✦ Release students after the completion of the closing duties. Remember students return to class the next morning.



# Election Day

**Closed**

## Closing Polls Procedures Team 2

Team 2 will assist with retrieving, disassembling, and repacking all outdoor signs and posters.



Team 1 and Team 2 will work together in order to expedite the counting of the ballots and the remainder of the closing process.

**1**

Team 2 can begin counting the roster signatures around 7:00pm, as voter traffic allows, in order to expedite the signature count process.

**DO NOT** count signatures where voters signed the roster and fled or did not vote (signatures and addresses for these voters should be crossed out). Also Curbside Voter signatures are not part of this count.

Electronic votes are distinguished by a check mark on the box under the Electronic Ballot Issued column and are counted separate from Paper.

**Note:** At the bottom of each page of the "Voter Roster List" are total boxes to record the "Electronic Signatures" and "Paper Signatures". Cross out the number if an update is necessary and record the new number next to the old number.

Voter Roster List				
Election Date: 05/19/2009				
Consolidated Statewide				
WARNING: It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18560-18568)				
ADVERTENCIA: Es un crimen penal con encarcelamiento en la Prisión Estatal, o en la Cárcel del Condado para votar, votar mas de una vez, intente votar mas de una vez, personifique ser un votante, o intente personificar un votante.				
XREF NUM	VOTER NAME AND ADDRESS	ELECTRONIC BALLOT ISSUED	BIRTH DATE	SIGNATURE
76	Camarena, Desiree Michelle 34310 Devlin Dr	<input type="checkbox"/>	7/75	<i>Juan Aguilera</i>
163	Capellino, Donna C 35521 Stockton St	<input type="checkbox"/>	1/50	Vote-by-Mail
75	Carmarena, Daniel 34510 Devlin Dr	<input type="checkbox"/>	2/70	<i>Daniel Carmarena</i>
194	Carpenter, Krista Ann 35173 Trevino Trl	<input type="checkbox"/>	4/85	
152	Cason, Sean T 35518 Snead St	<input type="checkbox"/>	4/74	<i>Sean Cason</i>
188	Castanon, Chris 36754 Torrey Pines Dr	<input type="checkbox"/>	6/75	
65	Castruita, Grace Lauren 11257 Demaret Dr	<input type="checkbox"/>	1/90	<i>Grace Castruita</i>
64	Castruita, Nathaniel Eugene 11257 Demaret Dr	<input type="checkbox"/>	2/88	<i>Nathaniel Castruita</i>
196	Chavoya, Alisha Maureen 35291 Trevino Trl	<input type="checkbox"/>	11/73	
195	Chavoya, Robert Benjamin 35291 Trevino Trl	<input type="checkbox"/>	11/68	<i>Robert Benjamin Chavoya</i>
84	Childs, Minnie Christian 34556 Eagle Ln	<input type="checkbox"/>	12/47	ID Required
160	Chrystal, Janet Colleen 35478 Stockton St	<input type="checkbox"/>	10/73	Vote-by-Mail
42	Cifelli, Jessica Renee 11577 Bunker Pl	<input type="checkbox"/>	12/82	<i>Jessica Cifelli</i>
4	Clouse, Julie Michelle 37672 Amateur Way	<input type="checkbox"/>	7/81	
128	Contras, Paul R 34205 Ogrady Ct	<input checked="" type="checkbox"/>	1/64	<i>Paul R. Contreras</i>
127	Contreras, Denise Marie 34205 Ogrady Ct	<input type="checkbox"/>	9/64	<i>Denise Contreras</i>
126	Contreras, Logan Thomas 34205 Ogrady Ct	<input type="checkbox"/>	6/87	

Voter Roster List  
Printed: 3/27/2009 8:03:49AM

Electronic Signatures  
**1**

Paper Signatures  
**67**

Voting Precinct: 001  
Generated: 10/30/2009

ELECTION DAY (CLOSE OF POLLS)



# Election Day

**Closed**

## Closing Polls Procedures Team 2 (Cont'd)

**2**

Turn off and unplug the card activator. Put the activator and cords back into its black bag and place inside the blue Ballot Box. **DO NOT PUT THE VOTER CARDS INTO THE BLACK BAG. PUT THE VOTER CARDS INTO THE RED TRANSPORT BAG TO BE RETURNED TO THE COLLECTION CENTER .**



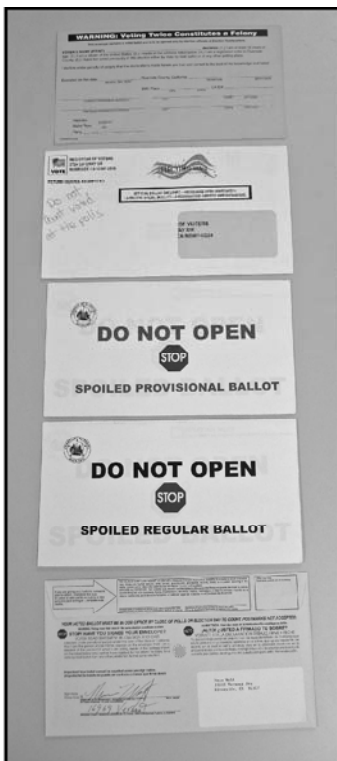
**3**

Empty both the blue and the brown carton ballot box. Separate the ballots into stacks as outlined below and count.

**4**

### Blue Ballot Box

Remove ballots from the blue ballot box and count the number of ballots. Write the number on a Post-It note and stick it on the stack of ballots.



**5**

### Brown "Vote-By-Mail, Surrendered Vote-By-Mail, Provisional ballots, Spoiled Ballots" Ballot Box

Separate the ballots into stacks of Vote-By-Mail, Surrendered Vote-By-Mail, Provisional, and Spoiled ballots. Count each stack separately, write the total of on a PostIt®, and stick to each stack. These numbers will be recorded in the "Ballot Statement" by the Inspector.



# Election Day

**Closed**

## Closing Polls Procedures Team 2 (Cont'd)

**6** Return all materials from the table, all signs, and posters to the blue Ballot box. Use the "Election Supplies Inventory..." sheet when repacking all supplies.

### ELECTION SUPPLIES INVENTORY FOR THE NOVEMBER 3, 2009 CONSOLIDATED UDEL ELECTION

This Ballot Box contains election project supplies as follows. Check items received, call the Registrar of Voters' Office immediately if anything is missing.

- |   |  |
|---|--|
| <p><b>RED TRANSPORT BAG (Predict Specific Items)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Combined Roster and Indexes (A-L &amp; M-Z) - verify your precinct number</li> <li><input type="checkbox"/> Collection Center Map (1)</li> <li><input type="checkbox"/> Elections Supplies Inventory (this sheet) (1)</li> <li><input type="checkbox"/> Multiple Board Precinct Map (Large precinct - 4 signs, "List of Streets by Voting Precinct" loc. - (1 copy of each board if a multiple board))</li> <li><input type="checkbox"/> Official Returns Envelope (clear pouch for ballot cartridge) (1)</li> <li><input type="checkbox"/> Paper/Electronic Provisional Voter Roster (1)</li> <li><input type="checkbox"/> Precinct Map with surrounding precincts (1)</li> <li><input type="checkbox"/> Post Checker/Scale to seal the Red Transport's bag (1 card)</li> <li><input type="checkbox"/> Red Transport Bag Handle Tag (1)</li> <li><input type="checkbox"/> Return Bags                         <ul style="list-style-type: none"> <li><input type="checkbox"/> Provisional Voted Ballots - return bag (1)</li> <li><input type="checkbox"/> Spoiled Ballots - return bag (1)</li> <li><input type="checkbox"/> Voter-by-Mail Voted &amp; Surrendered Ballots - return bag (1)</li> </ul> </li> <li><input type="checkbox"/> Roster (Precinct-Street) Index (2 copies)</li> <li><input type="checkbox"/> Sample Ballots (3 English/3 Spanish)</li> <li><input type="checkbox"/> Vote bag                         <ul style="list-style-type: none"> <li><input type="checkbox"/> 1 bag containing a log, 5 red seals, 2 yellow seals, and 5 Tamper Evident seals</li> <li><input type="checkbox"/> Tamper Proof Seals for Brown Voted Ballot Containers (2)</li> <li><input type="checkbox"/> Tamper Proof Seal for (Unvoted &amp; Spoiled Ballots White Box) (2)</li> <li><input type="checkbox"/> Precinct Posting (1)</li> </ul> </li> </ul> <p><b>RED TRANSPORT BAG (1 Generic Bag Items)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Lifesaver Box of Accessible Voting Unit voter cards (1 box)</li> <li><input type="checkbox"/> California General Election Supplemental Voter Inf. Guide (3 Eng/2 Spa)</li> <li><input type="checkbox"/> Calculator (1)</li> <li><input type="checkbox"/> Electronic Provisional Ballot Issue Guide</li> <li><input type="checkbox"/> Quasi Pins (Please keep as a souvenir?) (1 bag)</li> <li><input type="checkbox"/> Sealing Place CD</li> <li><input type="checkbox"/> Provisional Voter Information Card (1 pdf)</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> White Paper Ballot Container(s) with shaded precinct Ballots (3-4 depending on precinct) - verify your precinct number</li> <li><input type="checkbox"/> Empty brown "Voted Ballot Cartons" - verify your precinct number</li> <li><input type="checkbox"/> WHITE PROVISIONAL BALLOT CARTON                         <ul style="list-style-type: none"> <li><input type="checkbox"/> Blue Provisional Ballot Envelopes</li> <li><input type="checkbox"/> Punched Provisional Ballots</li> </ul> </li> <li><input type="checkbox"/> Resource Materials (bag) In Blue Ballot Box (1)                         <ul style="list-style-type: none"> <li><input type="checkbox"/> Affidavit of Registration-Court Ordered Voter Forms (5)</li> <li><input type="checkbox"/> Audio Voting Instructions (1)</li> <li><input type="checkbox"/> Ballot Secrecy Sleeve with voting instructions (10)</li> <li><input type="checkbox"/> Blue Electromagnetic Shield (1)</li> <li><input type="checkbox"/> CCA General Election Sample Vote Inf. Guide (3 Eng/2 Spa)</li> <li><input type="checkbox"/> Don't want to use a Paper Ballot...poster (1 Eng/1 Spa)</li> <li><input type="checkbox"/> Election Officers Digest Year 2008 (1)</li> <li><input type="checkbox"/> Election Officer's Handbook (1)</li> <li><input type="checkbox"/> List of Acceptable I.D. Documents (1)</li> <li><input type="checkbox"/> Signs                                 <ul style="list-style-type: none"> <li><input type="checkbox"/> One Cell Phone Poster (Bilingual) (1)</li> <li><input type="checkbox"/> Voter Bill of Rights Poster (2 Eng/2 Spa)</li> <li><input type="checkbox"/> Tampering with Voting Equipment Signs (Bilingual) (1)</li> </ul> </li> <li><input type="checkbox"/> Spoiled Provisional Ballot Envelopes (10) blue ink</li> <li><input type="checkbox"/> Spoiled Regular Ballot Envelopes (10) black ink</li> <li><input type="checkbox"/> 10 Timely Tips... (1)</li> <li><input type="checkbox"/> 100 ft String</li> </ul> </li> </ul> |
|---|--|

Note: SEE REVERSE SIDE FOR ADDITIONAL SUPPLIES AND POSTING INSTRUCTIONS.

**7** Team 1 disassembles the Accessible Voting Unit. Team 2 disassembles all other voting booths. Prior to disassembling the Accessible Voting Unit check to ensure that the **Results Cartridge** has been removed and that the power is OFF. Once the AVU is disassembled, restrap and seal the AVU with the red seal located inside the Yellow Tamper seal under the AVU cover.



**8** Fold tables and chairs, if necessary, and place with the voting equipment. Secure the facility using the instructions on the following page.



ELECTION DAY (CLOSE OF POLLS)

# Election Day

## Securing the Polling Place



**Closed**

After Team 1 leaves for the Collection Center Team 2 must finish any remaining packing and disassembly of booths. All Precinct board members secure the facility and follow the checklist provided before leaving.

### ELECTION DAY (CLOSE OF POLLS)

- ✦ **Be sure to place all the voting equipment back to where they were located before set-up on Election Eve.** If the precise location is not available, place the equipment, and any Registrar of Voters tables and chairs, out of the way as to not impede on the facility's regular activities.
- ✦ **Clean up after yourselves. Don't leave trash, food, drink cups, soda cans, etc. lying around.** Use trash containers (preferably outside), for disposing of litter.
- ✦ **Place chairs and table(s) in the same location as you found them.** If tables and/or chairs were folded, please fold them up and place them back where they were before you set-up on Election Eve.
- ✦ **Secure (lock) any auxiliary facilities** made available to you i.e., restrooms, kitchen, etc.
- ✦ **Account for all your personal belongings.** Before locking and securing the Polling Place check that everyone has their purse, eyeglasses, keys, books, etc.
- ✦ **Secure the facility in the manner you've been instructed by the site contact.** If you need to locate someone on the grounds to lock the doors, be sure you do so. If you have been instructed to simply close the door behind you, check that the door locked securely behind you.
- ✦ ***Remember, we are guests at these facilities. It is important that we remain welcome.***

**Go Home and  
Thank you for your support and help.**

**Elections Officers and Polls Division and Technical Support:**  
[redacted] or [redacted] **(Toll Free)**

# What do I do if...?

## Election Day

### ELECTION DAY (CLOSE OF POLLS)

<b>Question</b>	<b>...I cannot enter the facility when I arrive at 6:15 a.m.?</b>
<b>Answer</b>	<i>Try calling the contact person. If unsuccessful, call the Elections Officers and Polls Division for further instruction. Also contact your Range Inspector.</i>
<b>Question</b>	<b>...a precinct board member does not show up on election morning?</b>
<b>Answer</b>	<i>Call the Elections Officers and Polls Division and Range Inspector <b>immediately</b> to report the absence. Inspectors can fill the vacancy immediately by asking an eligible voter to fill the position (training is waived). <b><u>Have the substitute sign the Filled Vacancies Certificate, Declaration of Election Officers Oath, and the Election Officer Payroll</u></b> (located in the "Combined Roster and Index M-Z"). If you are unable to get a substitute and the need persists call your Range Inspector.</i>
<b>Question</b>	<b>...after turning the Power On/Off switch to "ON" no power is flowing on the touch screen or an unfamiliar message is displayed?</b>
<b>Answer</b>	<i>Make sure the unit is connected to a live power source. Turn the Power On/Off switch to "OFF" on the unit. After 30 seconds, turn the Power On/Off switch to "ON". If the problem persists, call Technical Support prepared with a detailed explanation of the problem. Be sure to have the unit number of the unit available.</i>
<b>Question</b>	<b>...the 1st voter's eligibility to vote cannot be determined?</b>
<b>Answer</b>	<i>The 1st voter procedures should be performed by a voter whose eligibility <b>has been confirmed</b>. Find an eligible voter in line to serve as the 1st voter.</i>
<b>Question</b>	<b>...the voter is not found in the Voter Roster List or Authorized voter section of the Combined Roster and Index?</b>
<b>Answer</b>	<i>Check the voter supplements. Or attempt to find Voters' correct polling site by either calling the Registrar of Voters' Office or going online (if computer is available) If not found, issue the voter a Provisional Ballot.</i>
<b>Question</b>	<b>... an emergency situation arises where voters and the precinct board are put in danger?</b>
<b>Answer</b>	<i>In any emergency where the precinct board is put in danger <b>call 911</b> or your local authorities, then inform the Range Inspector, <b>and</b> Registrar of Voters' Office.</i>

# What do I do if...?

## Election Day (Cont'd)

### ELECTION DAY (CLOSE OF POLLS)

<b>Question</b>	<b>...the Voter Card gets stuck in the voting unit?</b>
<b>Answer</b>	<i>Confirm that the card is actually stuck by checking the touch screen for the message, "Vote Card is Stuck. . .", then go to the back of the voting unit, press and release the Yellow "Activate" button once to eject the card. Assure the voter that such situations are mechanical not electronic and that the ballot has been recorded. If the problem recurs, call technical support. Be sure to complete the Election Officers Yellow Activation Button User Log.</i>
<b>Question</b>	<b>...a red "Vote Card Invalid..." message is displayed on the voting unit?</b>
<b>Answer</b>	<i>In the back of the voting unit, press and release the Yellow "Activate" button once to eject the card. If the voter claims not to have voted, verify the status of the card by placing it into the Card Activator and pressing "Enter". The Card Activator will display "activated" if the card is ready to be used. If the display reads "voted" there will also be a reference to a voting unit serial number and time of day (24 hr clock). If the voting unit number is the same as the unit from which you retrieved the card <b>AND</b> the time is within 15 minutes, the voter has voted and no replacement card can be issued. If the unit number displayed is <b>NOT</b> the same as the number on the unit from which you retrieved the card <b>OR</b> the time is more than 15 min. prior <b>OR BOTH</b>, the voter has not voted and can be issued an activated Voter Card. Press "ENTER" to eject the card from the Card Activator before proceeding. Be sure to complete the Election Officers Yellow Activation Button User Log.</i>
<b>Question</b>	<b>...a voter demands a Provisional Ballot?</b>
<b>Answer</b>	<i>Advise the voter that you will issue a Provisional Ballot per his/her demand, advising further that those portions of the ballot which are incompatible with the voter's registered address may not be counted due to a difference in ballot contests .</i>
<b>Question</b>	<b>...the AVU was not used all day and a voting cartridge is in it?</b>
<b>Answer</b>	<i>At the end of Election Day, complete the close of polls procedure for <u>the</u> AVU regardless of activity and remove <u>the</u> cartridge. The Inspector is responsible for returning <u>the</u> results_cartridge to the Collection Center.</i>
<b>Question</b>	<b>...a voter claims not to have received the Provisional Voters Information Card number or it has been misplaced while voting?</b>
<b>Answer</b>	<i>The Election Officer will reissue the Provisional Voters Information Card ensuring that the correct Voter ID number is recorded from the Provisional Voter Roster.</i>

# What do I do if...?

## Election Day (Cont'd)

### ELECTION DAY (CLOSE OF POLLS)

Question	...electioneering is taking place within 100 feet?
Answer	<i>Address the issue politely with the individual(s) responsible. Advise the person that electioneering within 100 feet of a polling place is a violation of law and ask to move to outside the 100 foot perimeter. If the individual(s) ignores the request, advise that you will summon assistance including, if necessary, law enforcement. Contact your Range Inspector or the Registrar of Voters' Office.</i>

Question	...a voter claims that the touch screen does not respond or the wrong selection is marked when touched?
Answer	<i>Advise the voter that you will calibrate the unit and that it is an issue that is easily remedied. Follow the Calibration Instructions on pages <b>100-101</b>.</i>

Question	...a Curbside Voter requests to vote but their name is not in the Combined Roster and Index?
Answer	<i>Be sure to look up the voter's polling place on the laptop or cell phone. If no information is found, then process the voter as a Provisional Voter and issue a Provisional Ballot. Refer to pages <b>89-92</b> on "Assisting a Curbside Voter" and how to process a curbside voter should they request to vote a paper or electronic ballot.</i>

Question	...a voter has moved from one location to another within the same apartment building or mobile home park?
Answer	<i>Inform the voter that you will issue a Provisional Ballot and that the new address information will be updated. This voter will not have to complete a new voter registration card and the updated information will appear in the "Combined Roster and Index" at the next election.</i>

Question	...the media arrives and are involved in activities which you are not sure are allowed?
Answer	<i>Politely ask the person in charge to wait before proceeding further. Call the Registrar of Voters to confirm that such behavior is allowed.</i>

Question	....a voter states that the screen is too light or too dark to read?
Answer	<i>Adjust the screen angle if glare or sunlight is directly on the screen. If that does not fix the problem, adjust the contrast on the screen. Please refer to page <b>100</b> for instructions on adjusting the contrast on the touch screen.</i>

# What do I do if...?

## Election Day (Cont'd)

### ELECTION DAY (CLOSE OF POLLS)

<b>Question</b>	<b>...a document is missing or a form is defaced making it unusable?</b>
<b>Answer</b>	<i>Immediately contact the Elections Officers and Polls Division.</i>
<b>Question</b>	<b>...the documents (i.e. Combined Roster and Index, Precinct Street Index, Supplemental sheets) are for another precinct?</b>
<b>Answer</b>	<i>Immediately contact the Elections Officers and Polls Division for arrangements to exchange for the correct documents.</i>
<b>Question</b>	<b>...a poll watcher requests to see the voter processing documents, Combined Roster and Index, or any other document on the voter processing table?</b>
<b>Answer</b>	<i>Poll watchers are allowed access to that information when not in use. Inform them that they must step aside if a voter needs processing and that the roster is not to be removed from the voter processing table or room .</i>
<b>Question</b>	<b>...a voter leaves the facility without casting a ballot and removing the voter card from the voting unit (Fleeing voter)?</b>
<b>Answer</b>	<i>If a voter leaves the AVU booth without casting the ballot, <b>the precinct officer shall cause the ballot to be cast.</b></i>
<b>Question</b>	<b>... a voter wishes to abort the audio voting process?</b>
<b>Answer</b>	<i>Prior to the voter casting the ballot, go through the "Power Cycle Function" as outlined on page <b>98</b>. This process will allow for the voter <u>card to be ejected</u> and the ballot to be "canceled".</i>

Elections Officers and Polls Division

or (toll free)

Technical Support: or (Toll Free)

# Our Thanks

All of us know that the process of conducting elections relies heavily on the role of the dedicated men and women volunteers we call Election Officers. We know that your job is not always easy, but we hope that you find it satisfying and rewarding. Although you may not always hear it, you are greatly appreciated.

We count on you, and we want you to know that you can count on us. We are here before, during and after the election to support you and your efforts to make voting in Riverside County a positive experience for everyone involved. Please contact us with your ideas for improving the experience at the polls for you and the voters.

You are where the heart of democracy beats the strongest.

Be proud of your contribution . . .

We are!

*Your friends and fans at the  
Riverside County Registrar of Voters*



# GLOSSARY

## A

**Accessible Voting Unit or AVU** – The electronic voting unit

**Activate Button-** Yellow Activation Button – Found in the back of the AVU, this button is press by Election Officers to release a Stuck Card or to calibrate the unit. See “LCD Calibration and Contrast Adjustment” and the “What do I do if...?” Section of the Handbook

**Active Voter** – A voter that participates in most elections.

**Close of Registration-**The last date to register prior to an election. Close of Registration is 15 days prior to Election Day.

**Absentee Ballot-** A ballot that is not voted at the polls. There are many varieties of absentee ballots *see* ***Vote by Mail Ballot***

**Absentee Voter-see** ***Vote by Mail Voter***

**ACW:** Card Activator. The unit used to activate the voting card for electronic voting.

**Appointment notice-**A letter sent to Inspectors and Election Officers informing them they have been selected to work at the polls. It gives details on their training date and times, their assigned precinct and location, and a list of the Precinct Board Members.

**Assisted Voter List** – Where voters confirm they have requested assistance with marking their ballots. ., reading, or interpreting their ballots. Voters confirm the request by initialing the list. The list is found on the back inside cover of both the Combined Roster and Index A-L and M-Z.

**Assisted Voter** - Voters who require assistance in marking their ballot. Assistance includes marking, reading, or interpreting the ballot. No more than 2 people can assist the voter. They are required to initial on the Assisted Voter List that they have requested assistance.

**AVVPAT:** Accessible Voter Verifiable Paper Audit Trail. This is a printer for the Accessible Voting unit.

**Audio Voting** – Voting by the provided hearing device. Voters can choose to vote by audio if they have sight problems, literacy problems, or just to vote audio.

**Audio Voting Mode** – The AVU is placed in Audio Mode and verbalizes the ballot for voters.

**Authorized Voter** - Voters whose name may not appear on either the Combined Roster and Index or the green Supplemental Voter Roster List but are registered to vote. When a voter insists they are registered call the Registrar of Voters’ office to confirm they are registered. If the voter is registered and is eligible to vote in the precinct the Registrar of Voters’ office will provide an authorization number and the voter can vote a regular ballot.

**Authorized Voters Sheet** – Where Authorized Voters sign and the Authorization Number, provided by the Registrar of Voters’ office, is written.

**AV (Absentee Voter)-See** ***VBM (Vote by Mail voter)***

## B

**Ballot Box-** The receptacle(s) for holding ballots securely throughout Election Day.

**Ballot Statement-** Is one of the closing documents that is completed at the end of Election Day. All ballots are accounted for on this statement and should equal the amount of ballots received.

# GLOSSARY

**Ballot Statement Instruction Sheet** – Found on the back of the Ballot Statement, provides instruction on how to complete each section of the Ballot Statement.

**Blue Provisional Envelope**- The envelope issued with a Provisional Ballot. Voters fill out the envelope. The Registrar of Voters' office can use this information to confirm voters' eligibility to vote.

**Board Members-See Precinct Board**

**Brown Carton Ballot Box** – Receptacle for holding Provisional, Vote by Mail (voted and surrendered), and Spoiled ballots during Election Day.

**Brown Voted Ballot Carton** – Transport box for Voted Ballots.

## C

**Campaigning at or near the poll-See Electioneering**

**Card Activator (ACW)**-Apparatus used to activate the Electronic Voter Card.

**Card Status Check Procedure** - Procedure is to determine the last time the Electronic Voter Card was activated and voted.

**Certificate of Completion**- Document certifying the number of voters that voted in the precinct. Fleeing Voters are listed on this also. Board members complete the certification by signing the document.

**Challenge List**-A list of individuals whose eligibility to vote was orally challenged. Before a voter is denied the right to vote contact the Registrar of Voters' office for further instruction. The Challenge List is found on the inside back cover of both the A-L and M-Z Combined Roster and Index.

**Challenged Voter** – A voter that is challenged on their eligibility to vote.

**Closing Documents** –Documents that are required to be completed after the polls are closed; the Ballot Statement, the Certificate of Completion, the Precinct Posting, all security seals, and completion of the Inspector's Election Checklist.

**Collection Center Map** – Map directing the Inspector to the Ballot Collection Center.

**Combined Roster and Index** – Two rosters containing the alphabetized names of eligible voters residing in a precinct. Voters sign their names and write in their addresses.

**Correction Sheet** – For noting errors in the Combined Roster and Indexes. Found in the back of both the A-L and M-Z Combined Roster and Index, under the "Correction Sheet" tab. Corrections are: misspellings, transposed address numbers, name change, deceased voters, and double registration. **NOT USED FOR ADDRESS CHANGES.**

**Court Ordered Voter Forms** – Form that is taken to a judge to allow a person to register and vote on Election Day.

**Cross-Reference Number** - This number is used to update the Street Index hourly. Each voter has a unique Cross-Reference Number in the Combined Roster and Index.

**Curbside Voter** - Voters who are unable to enter the polling place due to illness or mobility issues. They are allowed to vote from their vehicle.

**Curbside Voter Roster** – Is taken to a Curbside Voter in lieu of signing the Combined Roster and Indexes. Rosters are not removed from the Polling Place. The Roster is found in the pocket page of the M-Z Combined Roster and Index.

## D

# GLOSSARY

**Daisy Chain** –Voting units can plug into each other, creating a “Daisy Chain.” This allows only one electrical outlet to be used.

**Declaration of Election Officers Form or “Oath”**- All Election Officers must declare and sign to uphold the constitutions of both California and the United States of America before performing any election duties. This form is found in the back of the M-Z Combined Roster and Index under the Oath/Vacancy Payroll tab.

**DOJ:** Department of Justice

**Do Not Count Voted at the Polls** – What is written on a Vote by Mail ballot to cancel it when a voter surrenders an Absentee Ballot. This allows the voter to vote at the polls.

**DRE:** Direct Recording Electronic voting unit

**Dropped Off Ballots** – Vote by Mail voters that did not mail their ballots but bring them in to a Polling Place.

## E

**Early Voting:** The 29-day period prior to an election when absentee ballots may be cast.

**Edge Unit-see Accessible Voting Unit**

**Election Code** – The Laws that govern the Elections in California.

**Election Eve** - The day before an Election when election equipment is setup.

**Election Board-See Poll Worker**

**Election Officer Payroll Form** – Signed by all Election Officers guaranteeing their stipend will be received within 4 – 6 weeks.

**Election Officers Yellow Activation Button User Log** –Used to log each time the Yellow Activation Button is pressed.

**Election Supply Checklist** – Checklist of supplies that are delivered to the polling place and received by the Inspector at training.. The Inspector inventories the supplies and requests replacement for any missing items.

**Electioneering (Campaigning)** – Solicitation by various political groups to persuade voters to vote for or against candidates or propositions. Electioneering is illegal within 100’ feet from the door of the voting room.

**Electronic Ballot** – The ballot that is voted on the AVU

**Electronic Ballot Issued Check Box** – A box next to voters’ names in both Combined Roster and Indexes that is checked when the voter wishes to vote electronically.

**Electronic Provisional Ballot Issue Guide** – Guides Election Officers on how to issue an Electronic Ballot.

**Electronic Provisional Roster** – White pages where Electronic Provisional Voters provide information to determine their eligibility to vote. An ID number, generated by the Card Activator, is notated with their information.

**Electronic Voter Card Activation**-The process of inserting a Voter Card into a Card Activator (ACW) with the arrow pointing down and pressing the “YES” button.

**Eligible Voter** – A voter listed in one of the Combined Roster and Indexes or the Supplement Voter Roster. A voter can be authorized by the Registrar of Voters’ office to vote a regular ballot. See **Authorized Voter**.

**Extended Voting Hours by Court Order** – Due to natural disasters or other emergencies the Court may order voting hours extended to accommodate voters that were hindered by such.

# GLOSSARY

**Exit Polling** – The media asking voters how they voted. Exit Polling can take place 25 feet or more from the Polling Place door.

## F

**Filled Vacancies Certificate** – Form filled out when an Election Officer does not show on Election Day and is replaced by a registered voter.

**First Voter Procedural Checklist** – Checklist the Inspectors goes over with the First Voter to confirm that no votes have been cast prior to opening the polls.

**First Voter Processing** – The First Voter of the day verifies that the ballot box(es) are empty and that no votes have been made on the AVU. The voter then signs the First Voter Procedural Checklist.

**Fleeing Voter** - Voter that signs the roster and for some reason decides not to cast a ballot. The voter's name is notated on the Certificate of Completion.

## G

**General Election** – Elections held on regularly scheduled dates. (EC 324, EC 1000)

**Green Supplemental Active Voter Roster List** – List of Voters that registered after the Combined Roster and Indexes were printed.

## H

**Handbook** – Instruction book and reference for managing the polls .

## I

**ID Required Voter** – First time voter must show ID to prove they are the actual person that registered in the county.

**Identification Badge** – Badges worn Election Day identifying Election Officers.

**Inactive Voters** – Voters that have not voted in 2 Federal elections.

**Inspector** - Oversee Election Officers and ensures policies and procedures are followed.

**Inspector's Election Checklist** – List of items Inspector must complete during Election Day.

**I Voted or Yo Vote Sticker** – Stickers given to voters to show they have voted.

## L

**LCD Calibration and Contrast Adjustment** – The adjustment of the screen on the AVU. Can change contrast of the screen and readjust touch areas of the screen.

**Leg Storage Compartment** – Storage area in the bottom of the AVU to house its support legs.

**List of Acceptable Identification Documents for Voters with ID Required Status** – Lists the different forms of identification that can be shown when the Roster notes an ID Required voter.

# GLOSSARY

**List of Assisted Voters** – *See* **Assisted Voters List**

**List Streets by Voting Precinct** – List of streets and house numbers within each precinct.

**Lost Voter** – Voters that try to vote in another precinct other than their own, because they are unaware of the location of their precinct.

## N

**National Voter Registration Act of 1993 (NVRA)** – **HAVA:** Help America Vote Act. Congress passed the Help America Vote Act of 2002 to ensure fairness in elections, educate voters about their rights and responsibilities and established the Election Assistance Commission to assist in the administration of Federal elections and to otherwise provide assistance with the administration of certain Federal election laws and programs. **See** **Provisional Voting**

**Notice of Appointment Letter** – Letter confirming an individual has been appointed as an Election Officer.

## O

**Official Returns Envelope** - Clear plastic envelope used for the return of the AVU's Voting Cartridge

## P

**Paper Ballot** - One or more paper sheets printed with the names of the candidates, propositions, and/or measures on which voters mark their selections.

**Paper Provisional Voter Roster** -Blue page in the Provisional Roster where Paper Provisional Voters sign.

**Payroll/Oath of Allegiance-See Declaration of Election Officers**

**Pocket Page** - M-Z roster pocket.

**Poll Observers or Poll Watchers** – People watching/observing procedures at the polls and/or the elections office. Observers are volunteers (usually members of the County Grand Jury, League of Women Voters, and/or political parties) that monitor the ballot counting process, beginning with equipment testing prior to and immediately following the actual ballot counting.

**Poll Worker/Election Officer:** Poll Workers or election officers are individuals who volunteer to work at a polling place (vote casting site). They check to make sure that the voter is registered, give them the correct voter activation card or ballot, assist voters and perform various duties on Election Day.

**Polling Place:** A vote-casting site. This may be a location such as a school, business or library.

**Polling Place Look Up CD** – A CD given to each precinct to help in finding a “Lost Voter’s” home precinct. Precincts are found by physical address not by voter’s name.

**Polling Site Map** – Map that shows adjacent polling sites.

**Polls Open/Closed Switch** – Covered and sealed switch found in the rear of the AVU. Turning the switch to “OPEN” places the AVU into voting mode.

**Power Cycle Function** – Cancels a ballot on the AVU. Any time the Power Cycle Function is used it must be documented in the “Voting Equipment Incident Log Sheet.”

# GLOSSARY

**Power ON/OFF Switch** – Covered unsealed switch found at the back of the AVU supplies the unit with electrical power when turned to the “ON” position.

**Precinct Board** – Is the group of people that govern the polling place on Election Day. The number of persons on a Precinct Board is determined by the size of the precinct with a minimum of one Inspector and two Election Officers.

**Precinct Number** – Number used to identify voting districts.

**Precinct Board- See Poll Worker**

**Proclaiming the Polls Open** – At 7:00am a member of the Precinct Board goes outside the precinct to proclaim aloud “The polls are open.”

**Proof of Residence** – Documentation containing a voter’s name and address.

**Provisional Ballot-** An Electronic or Paper Ballot issued to a voter when a voter’s eligibility to vote cannot be immediately determined. Provisional Ballots are counted if, and when, the voter’s eligibility is confirmed by the Registrar of Voters.

**Provisional Ballot Blue Envelope** – The Paper Provisional Ballot is place within this envelope. The envelope also requests Provisional Voters to provide information to the Registrar of Voters so their eligibility can be determined. If the Voter is found eligible the vote will count.

**Provisional Ballot Stub** – Stub found on the flap of the Provisional Ballot Blue Envelope. It has a reference number and information for provisional paper ballot voters to call the ROV office to see if their ballot was counted.

**Provisional Voted Ballot Return Bag** – Labeled plastic bag where voted provisional ballots are place for return to the Collection Center.

**Provisional Voting Information Card** – Blue sheet of paper explaining to Provisional Paper Ballot Voters why they were given a Provisional Ballot. Electronic Provisional Voters are given a reference number. Also has instructions on how to find out if the ballot counted.

**Provisional Voter** - An individual whose eligibility to vote cannot be immediately determined.

**Provisional Roster** – Blue spiral bound roster where Paper and Electronic voters sign in.

**Public Counter** – Shows how many voters voted on the AVU. The first voter checks that it shows “o” (zero) Election Morning.

## R

**Range Inspector** – In field support person who provides extra supplies, assist with problems, and insures procedures are being followed.

**Red Chamber Seal** – Seal used to seal the Red Transport bag.

**Red Seal** – Security device to prevent tampering with equipment during the Election Process. These are used to seal the “POLLS OPEN/CLOSED” cover after the “switching to “OPEN,” on the printer, placed on the printer rail, and to seal the blue ballot box. These seals should not be broken until after closing the polls, with the exception of the printer and printer rail. If the printer runs out of paper these may be broken.

**Red Transport Bag** – Contains election supplies and used to return Rosters, Vote by Mail and Provisional voted ballots, and supplies.

# GLOSSARY

**Reminders Ruler** – Straight edge, with reminders on how to deal with common situations. Found in the pocket page of the M-Z Combined Roster and Index.

**Replacement Seal Log** – This log is to notate any instance that the Tamper Evidence Seal was removed from the Voter Cartridge Compartment and why it was removed.

**Residence** – Where a voter currently resides.

**Results Cartridge** – Records all the votes from the AVU and is returned to the Registrar of Voters' for counting.

**Return Center** – Central locations for the return of ballots, supplies, and the result cartridge.

## S

**Sample Ballot**: The official pamphlet that contains the titles of ballot measures and/or the names of candidates to be voted on for each election.

**Seals Bag** – Holds red and yellow plastic seals, the Tamper Proof Evidence Seals, and the Tamper Proof Seals.

**Side Code** – Column on List Streets by Voting Precinct indicating whether groups of house numbers include in a precinct are on the odd, even, or both sides of the street.

**Spoiled and Surrendered Ballot Return Bag** – Labeled plastic bag for returning spoiled and surrendered ballots.

**Spoiled Ballot** – When voters mark a wrong selection or soil their ballot may receive up to 3 ballots. Election Officers void the ballot by writing "Spoiled" across the ballot and placing in a Spoiled Ballot envelope.

**Spoiled Ballot Envelope** – Spoiled ballots are placed in this envelope sealed and deposited into the Provisional/Spoiled/Vote By Mail ballot box.

**Street Index** – Used by Poll Watchers/Observers to see which voters have voted in the precinct. Election Officers highlight the voters who have voted in the precinct.

**Student Poll Worker** – Any high school student at least 16 years of age with a GPA of 2.5 or above on a 4.0 scale, a citizen of the United States, in good standing attending a public or private secondary educational institution, may work at the polls provided that they have their parent/guardian, teacher and school district approval. California law permits up to five high school students to work at each polling place on Election Day.

**Supplemental Vote by Mail Voter List** – The list of voters that requested a Vote by Mail ballot after the Combined Roster and Indexes were printed.

## T

**Tamper Proof Bag** – Used to securely store used rolls of paper from the AVU.

**Tamper Proof Evident Seal** – Silver-gray seal used to seal the cartridge compartment of the AVU and the Brown Carton Ballot Box. If tampered with seal will say void.

**Tamper Proof Seal, Issued-Voted Ballot Container** – Used to seal the voted ballots in the Brown Voted Ballot Carton.

**Tamper Proof Seal, Unused Ballot Container** – Used to seal the unused, spoiled, and surrendered ballots in the white ballot box.

**Team 1** – The first of two teams that prepare the polling place for opening on Election Day. Duties are assigned by the Inspector.



# GLOSSARY

**Team 2** – The Second of two teams that prepare the polling place for opening on Election Day. Duties are assigned by the Inspector.

**Touch Screen Voting Instruction Card** – Card placed on the inside panel of the AVU. It instructs voters on the use of the AVU.

## U

**UOCAVA:** Uniformed and Overseas Citizens Absentee Voting Act

**Unused Ballots**-Ballots that have not been voted, including surrendered unused absentee ballots, regular unused ballots, spoiled ballots. Etc.

**UDEL Election** – General District Elections Under Uniform District Election Law.

## V

**VeriVote Printer** – Printer that prints a hard copy of the votes made on the AVU.

**Vote by Mail Ballot** – Formerly called Absentee Ballot. Any voter can request a Vote by Mail ballot to vote in the leisure of their home.

**Vote by Mail Voted Ballot Return Bag** – Labeled plastic bag used to hold the voted dropped off Vote by Mail ballots.

**Vote by Mail Voter** – Voters that requested a Vote by Mail ballot.

**Voted Ballot**-A ballot on which the voter has marked to select a candidate or measure. Voted Ballots are placed in the Ballot Box.

**Voter Card** - Key to access ballot on electronic voting device, uses a smart chip.

**Voter Card Activation Check** – A procedure use to verify the status of a card or to determine if a card has been voted or is even activated. See the What do I do if section and Voter Card Status Check in the handbook.

**Voter Processing Station**-Location on the Voter Processing Table where two voter stations are created each having a section “A-L & M-Z” and with each Election Officer having his/her own Alpha Index, Roster, pens, highlighter etc.

**Voter processing Table** - The table used for processing voters. This is where the A-L and M-Z Combined Roster and Indexes, are kept through Election Day.

**Voter Registration Form or Affidavit** - The form a citizen fills out to become a registered voter.

**Voter Supplements**-Includes the Supplemental List of Voters and/or an Absentee Voter list that is mailed to the Inspector prior to Election Day. These Voter Supplements must be placed into the pocket in the Alpha Index M-Z, for access on Election Day.

**Voting Device-See Edge Unit**

**Voting Equipment Incident Log Sheet** – Where any incident that happens with an AVU unit is recorded. Found toward the front of the M-Z Combined Roster and Index.

**Voting Equipment Security Log Instruction Sheet** – Found on the back of the First Voter Procedural Check List and facing the Voting Equipment Security Log, show where to find all the seals that need to be checked for tampering.

# GLOSSARY

**Voting Equipment Security Log** – For notating that seal are secure throughout the day.

**Voting Information Card** – Card that contains information on how to contact the Registrar of Voters’ office.

**Voting Unit number** – Each AVU has a unique “Serial Number.” The number is found on the front, rear, and by the handle of the AVU

## W

**White Unused Ballot Carton** – Unused ballots, spoiled ballots and surrendered vote by mail ballots are placed in this box and sealed for delivery to the collection center.

**Write-in-Candidates:** An authorized candidate that a voter chooses to manually write-in a vote for a candidate not printed on the ballot. The entire ballot is set aside to be counted after the validity of the write-in vote is determined.

## X

**XREF Num** – See **Cross Reference Number**

## Y

**Yellow Activation Button** – Found in the back of the AVU, this button is pressed by Election Officers to release a Stuck Card or to calibrate the unit. See “LCD Calibration and Contrast Adjustment” and the “What do I do if...?” Section of the Handbook

**Yellow Seal**-A plastic seal that keeps the “POLLS OPEN/CLOSED” cover sealed on the Edge units and must be broken on Election Morning and replaced by a Red plastic seal.

**Yellow Security Strap** – This strap is part of the voting equipment security protect system that will expose any tampering of the Accessible Voting Unit in route from the warehouse to the polling place. It is wrapped around the AVU and secured with a red tamper resistant serialized seal.

UPDATE

# WHAT'S NEW...at the polls

WHAT'S NEW...at the Polls

## Precinct Posting

- At the close of polls the Inspector will be required to complete the "Precinct Posting" report located in the Seals bag.
- Immediately after closing the polls electronically on the Accessible Voting Unit, complete section "A" by looking at the Official Results Report on the touchscreen.**
- If "YES" there are more than five qualified votes, go to section "B" of the report and complete.** Make sure that all board members sign in section "C".
- If "NO" there are less than five qualified votes, go to section "C" of the report and all board members must sign.**

**Post white copy outside the polling place and place the yellow copy in "Seals Bag."**

***** OFFICIAL RESULTS REPORT *****		
Date 07/04/1776	Time 8:05 PM	
Serial Number	41793	
Protective Counter	2070	
Provisional Counter	1	
Public Counter	7	
Poll site	11104	
Polling Place ID	11104	
Ballot Version	0	
Report Source	Internal Memory	
CONSOLIDATED GENERAL ELECTION RIVERSIDE COUNTY JULY 4, 1776		
Candidate Totals		
Candidate	***	Total
State Senator 37th District	(1)	
FLORENCE NIGHTINGALE	1	
ANDREW CARNEGIE	1	
FRANCIS SCOTT KEY	0	
WRITE-IN	0	
Undervotes	1	
Board of Education	(1)	
BOOKER T. WASHINGTON	1	
ALBERT EINSTEIN	0	
WRITE-IN	1	
Undervotes	0	
Measure A-Public Beautification	(1)	
YES	0	
NO	1	
Undervotes	0	
Measure B-Land Acquisition	(1)	
YES	1	
NO	0	
Undervotes	0	

Back Print Report Done Page 1 of 1 Next

Election Officers  
Please Complete After Closing The Polls  
We the undersigned Election Officers do hereby certify that on the  
day of \_\_\_\_\_ 20\_\_\_\_ this board  
under the scrutiny of each member,  
closed the polls from further voting,  
obtained this printed record of votes  
cast on this machine and that after the  
polls closed, the Protective Counter  
read 2070, the Public Counter  
read 7 and the machine has  
been sealed with seal # \_\_\_\_\_  
Signed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
S/N 41793 5.0.24 07/04/1776 8:05 PM

Qualified Votes = 6  
Provisional Votes = 1  
Total Votes = 7

**Qualified Votes=6**  
(Complete section "B" if  
more than five voters voted  
and sign in section "C" of the  
Precinct Posting)

**Precinct: 36040** **PRECINCT POSTING BT001**  
**July 4, 1776 General Election**

**A** LOOK AT THE OFFICIAL RESULTS REPORT ON THE ACCESSIBLE VOTING UNIT TOUCHSCREEN. ARE THERE MORE THAN FIVE (5) QUALIFIED VOTES? CHECK THE CORRECT ANSWER BELOW:

☒ YES ☐ GO TO SECTION B  
☐ NO ☐ GO TO SECTION C

**B**

- RECORD THE SUMMARY RESULTS FROM THE ACCESSIBLE VOTING UNIT IN THE TABLE BELOW
- DO NOT RECORD UNDERVOTES OR WRITE-IN VOTES
- REMEMBER TO SIGN IN SECTION C

STATE OFFICES		CITY OF TOWNSVILLE	
STATE SENATOR 37TH DISTRICT		MEASURE A-PUBLIC BEAUTIFICATION	
FLORENCE NIGHTINGALE	1	YES	0
ANDREW CARNEGIE	1	NO	0
FRANCIS SCOTT KEY	0		
NONPARTISAN OFFICES			
BOARD OF EDUCATION			
BOOKER T. WASHINGTON	1		
ALBERT EINSTEIN	0		
CITY OF TOWNSVILLE			
MEASURE B-LAND ACQUISITION			
YES	0		
NO	1		

**C** SIGN BELOW:

INSPECTOR \_\_\_\_\_  
PRECINCT OFFICER \_\_\_\_\_  
PRECINCT OFFICER \_\_\_\_\_  
PRECINCT OFFICER \_\_\_\_\_

PRECINCT OFFICER \_\_\_\_\_  
PRECINCT OFFICER \_\_\_\_\_  
PRECINCT OFFICER \_\_\_\_\_  
PRECINCT OFFICER \_\_\_\_\_

**Copy all contest results onto the Precinct Posting.**  
(If fewer than five votes leave section "B" blank)

Post white copy outside of polling place in plain view; place yellow copy in Seals Bag

# Election Day

UPDATE

## Closing Polls Procedures Team 1 (Cont'd)

**Closed**

**5**

### Precinct Posting

- At the close of polls the Inspector will be required to complete the "Precinct Posting" report located in the Seals bag.
- Immediately after closing the polls electronically on the Accessible Voting Unit, complete section "A" by looking at the Official Results Report on the touchscreen.**
- If "YES" there are more than five qualified votes, go to section "B"** of the report and complete. Make sure that all board members sign in section "C".
- If "NO" there are less than five qualified votes, go to section "C"** of the report and all board members must sign.
- Post white copy outside the polling place and place the yellow copy in "Seals Bag."**

**Precinct: 36040** **PRECINCT POSTING** **July 4, 1776 General Election BT001**

**A** LOOK AT THE OFFICIAL RESULTS REPORT ON THE ACCESSIBLE VOTING UNIT TOUCHSCREEN. ARE THERE MORE THAN FIVE (5) QUALIFIED VOTES? CHECK THE CORRECT ANSWER BELOW.

**YES** ☐ **GO TO SECTION B**

**NO** ☒ **GO TO SECTION C**

**B**

- RECORD THE SUMMARY RESULTS FROM THE ACCESSIBLE VOTING UNIT IN THE TABLE BELOW
- DO NOT RECORD UNDERVOTES OR WRITE-IN VOTES
- REMEMBER TO SIGN IN SECTION C.

STATE OFFICES		CITY OF TOWNSVILLE	
STATE SENATOR 37TH DISTRICT		MEASURE A-PUBLIC BEAUTIFICATION	
FLORENCE NIGHTINGALE		YES	
ANDREW CARNEGIE		NO	
FRANCIS SCOTT KEY			
NONPARTISAN OFFICES			
BOARD OF EDUCATION			
BROOKER T. WASHINGTON			
ALBERT EINSTEIN			
CITY OF TOWNSVILLE			
MEASURE B-LAND ACQUISITION			
YES			
NO			

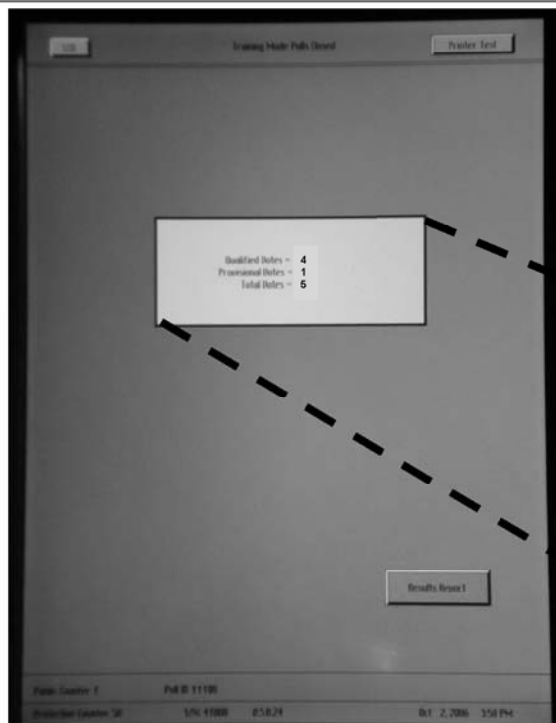
**C** SIGN BELOW:

Inspector: *Donna Perry* Precinct Officer: \_\_\_\_\_

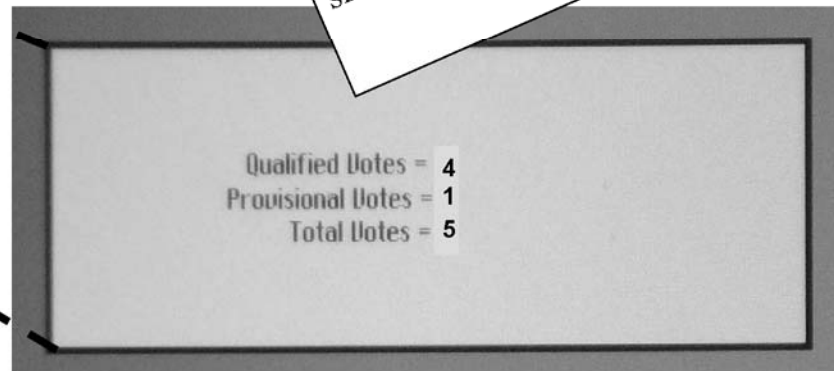
Precinct Officer: *James Z. [Signature]* Precinct Officer: \_\_\_\_\_

Precinct Officer: \_\_\_\_\_ Precinct Officer: \_\_\_\_\_

**Post white copy outside of polling place in plain view; place yellow copy in Seals Bag**



**Qualified Votes=4**  
(If fewer than five voters  
voted DO NOT COMPLETE  
SECTION "B" of the Precinct  
Posting.)



# Election Day

## UPDATE

## Closing Polls Procedures Team 1 (Cont'd)

**closed**

6

If the Results Screen shows that more than five voters voted then **return** to the “OFFICIAL RESULTS REPORT” by pressing on the touchscreen the “Results Report” green button on the bottom right hand corner of the screen.

**Qualified Votes=6**  
(Complete section "B" of the  
Precinct Posting if more than  
five voters voted)

Qualified Votes = 6  
Provisional Votes = 1  
Total Votes = 7

## Results Report

When you press “Results Report” you will return to the “OFFICIAL RESULTS REPORT.”

## ELECTION DAY (CLOSE OF POLLS)

OFFICIAL RESULTS REPORT

Date 07/04/1776	Time 8:05 PM
Serial Number	41793
Protective Counter	2070
Provisional Counter	1
Public Counter	7

Poll Site	36040	
Polling Place ID	36040	
Ballot Version		0
Report Source	Internal Memory	

CONSOLIDATED GENERAL ELECTION  
RIVERSIDE COUNTY  
JULY 4, 1976

Candidate Totals		
Candidate		Total
***	***	***
State senator 37th District		(1)
FLORENCE NIGHTINGALE		1
ANDREW CARNEGIE		1
FRANCIS SCOTT KEY		0
WRITE-IN		0
Undervotes		1

Board of Education	(1)
BOOKER T. WASHINGTON	1
ALBERT EINSTEIN	0
WRITE-IN	1
Undervotes	0

Measure A-Public Beautification	(1)
YES	0
NO	1
Undervotes	0

Measure B-Land Acquisition	(1)
YES	1
NO	0
Undervotes	0

### Election Officers

Please Complete After Closing The Polls  
We the undersigned Election Officers do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ this board under the scrutiny of each member, closed the polls from further voting, obtained this printed record of votes cast on this machine and that after the polls closed, the Protective Counter read \_\_\_\_\_ 2070, the Public Counter read \_\_\_\_\_ 7 and the machine has been sealed with seal # \_\_\_\_\_

**Signed:**

S/N 41793 5.0.24 07/04/1776 8:05 PM

**Back**

Print  
Report

Done

Page 1 of 1

**Next**

# Election Day

UPDATE

## Closing Polls Procedures Team 1 (Cont'd)

**Closed**

**7**

If there are five or more qualified votes, copy from the "OFFICIAL RESULTS REPORT" shown on the Accessible Voting Unit touchscreen, all totals for each contest onto section "B" of the Precinct Posting. **DO NOT COPY UNDERVOTES AND WRITE-IN VOTES.** Have all board members sign in section "C". Be sure to post the white copy outside of the polling place in plain view and place the yellow copy in the "Seals Bag". Upon completion press "Done" to return to the "Results Screen".

ELECTION DAY (CLOSE OF POLLS)

\*\*\*\*\*  
OFFICIAL RESULTS REPORT  
\*\*\*\*\*

Date 07/04/1776 Time 8:05 PM  
Serial Number 41793  
Protective Counter 2070  
Provisional Counter 1  
Public Counter 7

Poll Site 36040  
Polling Place ID 36040  
Ballot Version 0  
Report Source Internal Memory

CONSOLIDATED GENERAL ELECTION  
RIVERSIDE COUNTY  
JULY 4, 1776

Candidate	Candidate Totals	Total
***	***	***
State Senator 37th District	(1)	
FLORENCE NIGHTINGALE	1	
ANDREW CARNEGIE	1	
FRANCIS SCOTT KEY	0	
WRITE-IN	0	
Undervotes	0	
Board of Education	(1)	
BOOKER T. WASHINGTON	1	
ALBERT EINSTEIN	1	
WRITE-IN	0	
Undervotes	0	
Measure A-Public Beautification	(1)	
YES	0	
NO	1	
Undervotes	0	
Measure B-Land Acquisition	(1)	
YES	1	
NO	0	
Undervotes	0	

State Senator 37th District (1)  
FLORENCE NIGHTINGALE 1  
ANDREW CARNEGIE 1  
FRANCIS SCOTT KEY 0  
WRITE-IN 0  
Undervotes 0

Board of Education (1)  
BOOKER T. WASHINGTON 1  
ALBERT EINSTEIN 1  
WRITE-IN 0  
Undervotes 0

Measure A-Public Beautification (1)  
YES 0  
NO 1  
Undervotes 0

Measure B-Land Acquisition (1)  
YES 1  
NO 0  
Undervotes 0

Back Print Report Done Page 1 of 1 Next

Copy all contest results onto the Precinct Posting.  
(If fewer than five votes leave section "B" blank)

Precinct: 36040 **PRECINCT POSTING BT001**  
July 4, 1776 General Election

**A** LOOK AT THE OFFICIAL RESULTS REPORT ON THE ACCESSIBLE VOTING UNIT TOUCHSCREEN. ARE THERE MORE THAN FIVE (5) QUALIFIED VOTES? CHECK THE CORRECT ANSWER BELOW:

YES ☒ GO TO SECTION B  
NO ☐ GO TO SECTION C

**B**

- RECORD THE SUMMARY RESULTS FROM THE ACCESSIBLE VOTING UNIT IN THE TABLE BELOW
- DO NOT RECORD UNDERVOTES OR WRITE-IN VOTES
- REMEMBER TO SIGN IN SECTION C

STATE OFFICES	CITY OF TOWNVILLE
STATE SENATOR 37TH DISTRICT	MEASURE A-PUBLIC BEAUTIFICATION
FLORENCE NIGHTINGALE 1	YES 1
ANDREW CARNEGIE 1	NO 0
FRANCIS SCOTT KEY 0	
NONPARTISAN OFFICES	
BOARD OF EDUCATION	
BROOKER T. WASHINGTON 1	
ALBERT EINSTEIN 0	
CITY OF TOWNVILLE	
MEASURE B-LAND ACQUISITION	
YES 0	
NO 1	

**C** SIGN BELOW:

INSPECTOR \_\_\_\_\_ PRECINCT OFFICER \_\_\_\_\_  
 \_\_\_\_\_ PRECINCT OFFICER \_\_\_\_\_  
 \_\_\_\_\_ PRECINCT OFFICER \_\_\_\_\_

Post white copy outside of polling place in plain view; place yellow copy in Seals Bag

When you have completed the Precinct Posting, press "Done" to return to the "Results Screen."

Qualified Votes = 6  
Provisional Votes = 1  
Total Votes = 7

# Election Day

**Closed**

## Closing Polls Procedures Team 1 (Cont'd)

**23**

### Precinct Posting (Post White Copy)

Before placing all the rosters in the Red Transport bag make sure you have posted outside the polling place the white copy of the Precinct Posting for the public to view and placed the yellow copy inside the "Seals Bag." The "Seals Bag" must be placed in the red Transport Bag.

**Precinct: 36040** **PRECINCT POSTING** **BT001**  
**July 4, 1776 General Election**

**A** LOOK AT THE OFFICIAL RESULTS REPORT ON THE ACCESSIBLE VOTING UNIT TOUCHSCREEN. ARE THERE MORE THAN FIVE (5) QUALIFIED VOTES? CHECK THE CORRECT ANSWER BELOW:

**YES** ☒ **GO TO SECTION B**  
**NO** ☐ **GO TO SECTION C**

**B**

1. RECORD THE SUMMARY RESULTS FROM THE ACCESSIBLE VOTING UNIT IN THE TABLE BELOW
2. DO NOT RECORD UNDERVOTES OR WRITE-IN VOTES
3. REMEMBER TO SIGN IN SECTION C

STATE OFFICES		CITY OF TOWNSVILLE	
STATE SENATOR 37TH DISTRICT		MEASURE A-PUBLIC BEAUTIFICATION	
FLORENCE NIGHTINGALE	1	YES	0
ANDREW CARNEGIE	0	NO	0
FRANCIS SCOTT KEY	0		
NONPARTISAN OFFICES		CITY OF TOWNSVILLE	
BOARD OF EDUCATION		MEASURE B-LAND ACQUISITION	
BROOKER T. WASHINGTON	0	YES	0
ALBERT EINSTEIN	0	NO	1

**C** SIGN BELOW:

INSPECTOR: *[Signature]* PRECINCT OFFICER: \_\_\_\_\_  
PRECINCT OFFICER: *[Signature]* PRECINCT OFFICER: \_\_\_\_\_  
PRECINCT OFFICER: \_\_\_\_\_ PRECINCT OFFICER: \_\_\_\_\_

Post white copy outside of polling place in plain view; place yellow copy in Seals Bag

"Place Yellow Copy in Seals Bag"

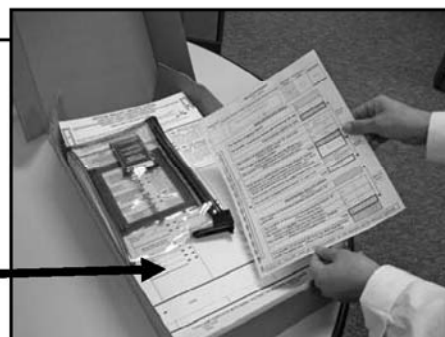


After completing all closing documents, begin packing the ballots.

**24**

### Brown Voted Ballot Carton

Place all **voted ballots** and the "Official Returns Envelope" with the results cartridge, and the yellow copy of the "Ballot Statement" into the brown Voted Ballot Carton.





# ***ELECTION OFFICER ADDENDUM***

## **VALLEY HEALTH SYSTEM SPECIAL MEASURE ELECTION**

**DECEMBER 15, 2009**



**VALLEY HEALTH SYSTEM**

**Riverside County Registrar of Voters Office  
Barbara Dunmore, Registrar of Voters  
2724 Gateway Dr., Riverside, CA 92507**

**[www.voteinfo.net](http://www.voteinfo.net)  
Elections Officers and Polls Division**

# ISSUANCE OF ELECTION SUPPLIES

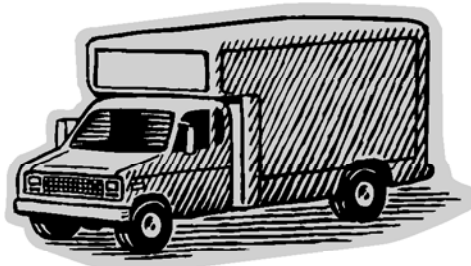
To expedite pick up of your Election supplies, have your assigned precinct number available or your appointment letter ready for the distribution staff member. If you don't have an appointment letter, or you don't remember your precinct number, we will have a list available containing the Inspector's first and last name and precinct number.

## Issuance of Election Supplies

A utility truck will be dispatched to the Inspector training site with election supplies.

At the Inspector training classes, Inspectors will be issued the following:

- ✦ 1 to 2 white cartons with **unused** paper ballots
- ✦ 1 box with 50 provisional ballots (folded).
- ✦ 1 red Transport Bag (check that the precinct number matches your appointment letter)
- ✦ 1 empty brown Voted Ballot Container for **voted** paper ballots and results cartridge
- ✦ **The blue Ballot Box and the brown ballot carton, with the generic election supplies, will be delivered to the Polling Place.**



## White Unused Regular Ballot Carton

- ✦ There may be 1 or 2 White Unused Ballot Cartons issued to the Inspector depending on the size of the Voting Precinct. The Ballot Carton will be under seal at the time of issuance with silver/gray tape and a "Paper Ballot Inventory Standard Seal".
- ✦ **The seals shall not be broken by anyone including the Inspector until Election Morning.**

## White Unused Regular Ballot Carton "Ballot Receipt"

- ✦ A staff member will issue all Precinct Inspectors a Ballot Receipt that is to be completed, dated and signed by both the Precinct Inspector and a Registrar of Voters distribution staff member. The distribution staff member will issue the Inspector the yellow copy of the Ballot Receipt for their records.

SARAHAN DUNMORE Registrar of Voters SOUTHLAND C. KINDEL Assistant Registrar		County of Riverside REGISTRAR OF VOTERS 2704 Gateway Drive, Riverside, California 92503-0803		Other: (800) 488-7200 Fax: (951) 948-2371 TDD: (951) 948-2371 Toll Free: (800) 773-8885	
BALLOT RECEIPT CONSOLIDATED STATEWIDE SPECIAL ELECTION MAY 19, 2008					
Ballot receipt instructions: 1) Sign and date this form in the space provided below. 2) Keep the yellow copy for your records.					
Precinct number: 44011		Sequence number: 5416			
BALLOT TYPE 1		QUANTITY 900			
		Total Ballots: 900			
I have received the official ballots issued to me. _____ Signature of Precinct Inspector					
_____ Date					
I have verified the number of official ballots issued to the Precinct Inspector and concur with the number stated above. _____ Signature of Verifier					
_____ Date					
While: Return to Registrar of Voters Yellow: Keep for your records					

# ISSUANCE OF ELECTION SUPPLIES (CONT'D)



## White Unused Provisional Ballot Carton

- ♦ There will be one White Unused Provisional Ballot Carton issued to the Inspector. The ballot carton will be under seal at the time of issuance with silver/gray tape and a “Paper Ballot Inventory Standard Seal”.
- ♦ **The seals shall not be broken by anyone including the Inspector until Election Morning.**

## White Unused Provisional Ballot Carton “Ballot Receipt”

- ♦ A staff member will issue all Precinct Inspectors a Provisional Ballot Receipt that is to be completed, dated and signed by both the Precinct Inspector and a Registrar of Voters distribution staff member. The distribution staff member will issue to the Inspector, the yellow copy of the Provisional Ballot Receipt for their records.

BARBARA CLUMORE  
Registrar of Voters  
DOUGLAS C. KINDE  
Assistant Registrar

County of Riverside  
REGISTRAR OF VOTERS  
2700 Gateway Drive, Riverside, California 92507-0802

PROVISIONAL BALLOT RECEIPT  
CONSOLIDATED STATEWIDE SPECIAL ELECTION  
May 16, 2009

Ballot receipt instructions:  
1) Sign and date this form in the space provided below.  
2) Keep a copy for your records.

Precinct number: 44011 Sequence number: 5416

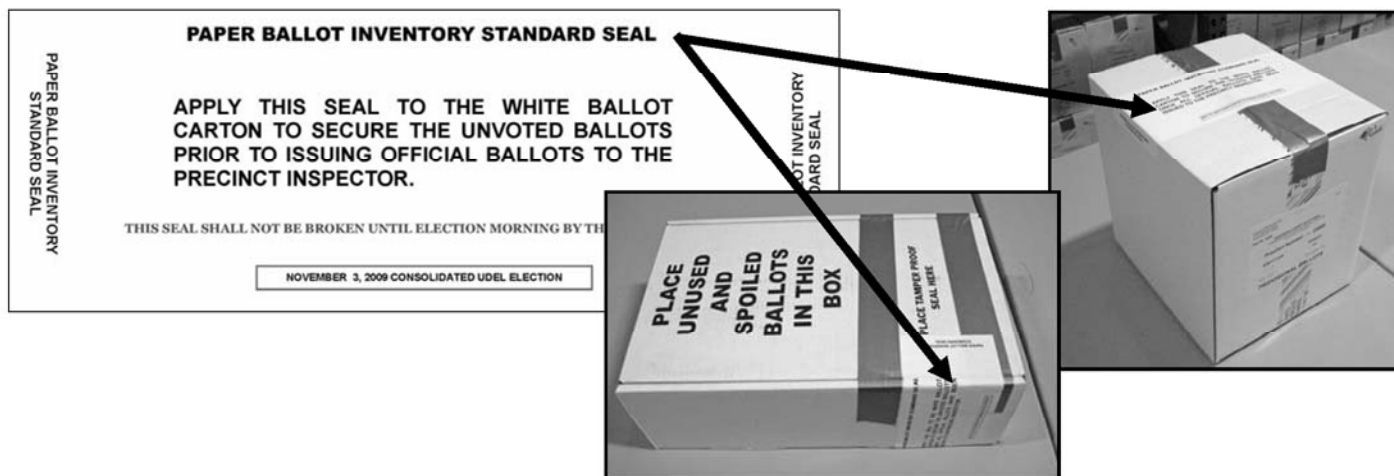
Ballot Type: 1 Quantity: 100

Total Ballots: 100

I have counted the official ballots issued to me and have received the amount recorded in the Actual column above.  
Signature of Precinct Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

I have verified the number of official ballots issued to the Precinct Inspector and concur with the number stated above.  
Signature of Registrar: \_\_\_\_\_ Date: \_\_\_\_\_

**The Paper Ballot Inventory Standard Seal shall not be broken by anyone including the Inspector until Election Morning.**

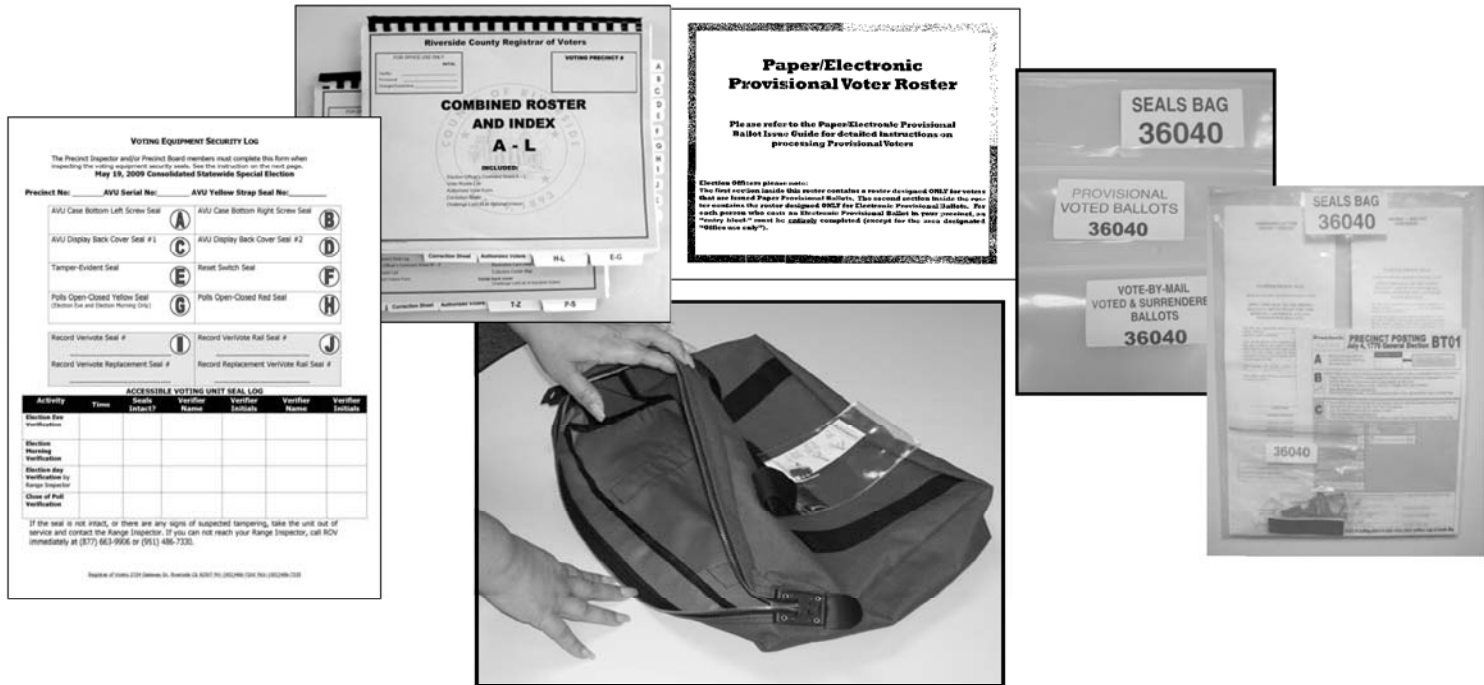


**If a Paper Ballot Inventory Standard Seal is broken or tampered with call the Registrar of Voters Office or your Range Inspector *immediately* at: or (toll free)**

# ISSUANCE OF ELECTION SUPPLIES (CONT'D)

## Red Transport Bag

- ✦ Inspectors need to check that the Precinct number on the Red Transport Bag matches the Appointment Letter. Inspectors are also required to inventory the Red Transport Bag against the "Election Supplies Inventory..." list found inside the red bag.



***Inspectors are now required to take the Red Transport bag with them to the Polling Place during Election Eve setup in order to verify and record the seal numbers from the Accessible Voting Unit. The Voting Equipment Security Log is located in the M-Z Combined Roster and Index. After Election Eve Setup has been completed the Inspector must take the bag with them to keep secure.***

## Ballot Receipt and Provisional Ballot Receipt

- ✦ Inspectors will receive one empty brown Voted Ballot Carton. **All voted paper ballots, the results cartridge and the "yellow" copy of the "Ballot Statement" will be placed in one of these cartons.** Your Range Inspector will have additional "Voted Ballot Carton" boxes if needed. If your precinct finds that approximately 600 voters voted at your polling place call your Range Inspector for an additional box prior to the close of polls.



# ISSUANCE OF ELECTION SUPPLIES (CONT'D)

## Blue Ballot Box

- ✦ The Blue Ballot box will be delivered to the Polling Place. Check the inventory of precinct materials stored in the ballot box on Election Eve.



## Election Supplies Inventory...Sheet

- ✦ On Election Eve, check the inventory of precinct materials stored in the ballot box and Red Transport Bag against the "Election Supplies Inventory..." . The list is located inside the Red Transport Bag.

### ELECTION SUPPLIES INVENTORY FOR THE NOVEMBER 3, 2009 CONSOLIDATED UDEL ELECTION

This Ballot Box contains election precinct supplies as follows: Check items received, call the Registrar of Voter's Office immediately if anything is missing.

#### RED TRANSPORT BAG (Precinct Specific Items)

- ☐ Combined Roster and Indexes (A-L & M-Z)- Verify your precinct number
- ☐ Collection Center Map (1)
- ☐ Elections Supplies Inventory (this sheet) (1)
- ☐ Multiple Board Precinct Kit (Large precinct # sign, "List of Streets by Voting Precinct" list. (1 copy of each board if a multiple board)
- ☐ Official Returns Envelope (clear pouch for ballot cartridge) (1)
- ☐ Paper/Electronic Provisional Voter Roster (1)
- ☐ Precinct Map with surrounding precincts (1)
- ☐ Red Chamber Seals to seal the Red Transport bag (1 card)
- ☐ Red Transport Bag Handle Tag (1)
- ☐ Return Bags
  - ☐ Provisional Voted Ballots- return bag (1)
  - ☐ Spoiled Ballots-return bag (1)
  - ☐ Vote-By-Mail Voted & Surrendered Ballots-return bag (1)
- ☐ Roster (Precinct-Street) Index (2 copies)
- ☐ Sample Ballots (3 English/3 Spanish)
- ☐ Seal Bag
  - ☐ 1 bag containing a log, 5 red seals, 2 yellow seals, and 5 Tamper Evident seals
  - ☐ Tamper Proof Seals for brown Voted Ballot Containers) (2)
  - ☐ Tamper Proof Seal for (Unused & Spoiled Ballots White Box) (2)
  - ☐ Precinct Posting (1)
- ☐ RED TRANSPORT SUPPLY BAG (1 Generic Bag Items)
  - ☐ Brown Box of Accessible Voting Unit voter cards (1 box)
  - ☐ California General Election Supplemental Voter Inf. Guide (3 Eng/3 Spa)
  - ☐ Calculator (1)
  - ☐ Electronic Provisional Ballot Issue Guide
  - ☐ Lapel Pins (Please keep as a souvenir) (1 bag)
  - ☐ Polling Place CD
  - ☐ Provisional Voter Information Card (1 pad)

**Note: SEE REVERSE SIDE FOR ADDITIONAL S**

- ☐ White Paper Ballot Container(s) with unused precinct Ballots (1-4 depending on precinct)-Verify your precinct number

- ☐ Empty brown "Voted Ballot Cartons" Verify your precinct number

#### WHITE PROVISIONAL BALLOT CARTON

- ☐ Blue Provisional Ballot Envelopes

#### ENVELOPE #1

- ☐ Bilingual Polling Place Sign (No Electioneering within 100 feet) (1)
- ☐ Bilingual Post Card Registration Forms (10)
- ☐ Election Officers' Badges
- ☐ Magnifying Sheet (1)
- ☐ Pollworker Applications (5)

#### Stationery Supplies (in Envelope #1)

- ☐ Alcohol Screen Wipes
- ☐ Bilingual Voter Information Pad (Registrar of Voter's Phone Number)
- ☐ Black Pens
- ☐ Hi-Liter Pens
- ☐ "I Voted" stickers (1 roll)
- ☐ Post-it® Pad
- ☐ Rain Cover for Blue Ballot Box
- ☐ Roll of Masking Tape
- ☐ Rubber-Tipped Stylus
- ☐ Vote-by-Mail Envelopes

#### DELIVERED TO THE POLLING PLACE

- ☐ Voting Booths
  - ☐ 1 Accessible Voting Unit (AVU)
  - ☐ 1 ADA compliant paper ballot booth
  - ☐ 4 Paper ballot booths
- ☐ 1 Blue ballot box (leave at polling place)
- ☐ Brown cardboard ballot box for (Regular and Surrendered Vote-by-Mail ballots, Provisional Ballots, Spoiled Ballots (Leave at Polling Place)

#### IN THE BALLOT BOX

- ☐ A-L, M-Z Table Signs "New" (1 set inside blue bag)
- ☐ Card Activator Unit (1)
- ☐ Flag/Frames
- ☐ "Handicap Parking" Sign
- ☐ Resource Materials Bag (1)
- ☐ VeriVote® Printers (2)
- ☐ "Vote Here" Directional Signs
- ☐ "Voter Parking" Sign

**\*You may post the "Voter Parking" and or "Handicap Parking" signs as needed.**

### ELECTION POSTING INSTRUCTIONS

#### POST OUTSIDE THE POLLING PLACE

- Directional Signs
- Flag—Post at or near the door to the Polling Place
- Parking Signs\*
- Voter Bill of Rights Poster (1 English & 1 Spanish)

#### POST INSIDE THE POLLING PLACE

- Bilingual Polling Place Sign (No Electioneering within 100 feet)
- Roster (Precinct-Street) Index (1)
- Voter Bill of Rights Poster (1 English & 1 Spanish)

**NOTE:** Quantities of items furnished may vary depending upon the number of voters in your precinct. Any materials not in use should remain near the table until needed.

**If any ESSENTIAL items are missing call the Registrar of Voters Office or your Range Inspector immediately at:  
or (toll free)**

# INSPECTOR'S ELECTION CHECKLIST

Inspector, be sure to follow the checklist below to ensure that all the items listed have been completed. *In order to receive your additional \$10.00 stipend, you must **CHECK** each item and sign and print your name on the lines provided below. Your check mark on this document is your certification that these documents have been completed and signed.*

## ☒ ELECTION EVE

☐ VOTING EQUIPMENT SECURITY LOG  
(M-Z ROSTER)

## ☒ ELECTION MORNING

☐ DECLARATION OF ELECTIONS OFFICERS (OATH)  
(M-Z ROSTER)

☐ ELECTION OFFICERS PAYROLL (M-Z ROSTER)

☐ VOTING EQUIPMENT SECURITY LOG (M-Z  
ROSTER)

☐ FIRST VOTER PROCEDURAL CHECKLIST (M-Z  
ROSTER)

## ☒ ELECTION DAY

☐ VOTING EQUIPMENT SECURITY LOG (M-Z  
ROSTER) *RANGE INSPECTOR AND INSPECTOR  
MUST CHECK REQUIRED SEALS.*

## ☒ CLOSE OF POLLS

☐ VOTING EQUIPMENT SECURITY LOG (M-Z  
ROSTER)

☐ BALLOT STATEMENT (M-Z ROSTER)

☐ CERTIFICATE OF COMPLETION (M-Z ROSTER)

☐ TAMPER PROOF SEAL ISSUED-VOTED BALLOT  
CONTAINER (SEALS BAG)

☐ TAMPER PROOF SEAL UNUSED-BALLOT  
CONTAINER (SEALS BAG)

☐ ACCESSIBLE VOTING UNIT YELLOW STRAP SEAL

☐ PRECINCT POSTING (SEALS BAG)

### For office use only

*Auditor, were the following items completed by the precinct Inspector?:*

#### ELECTION EVE:

VESL..... ☐

#### ELECTION MORNING:

DOFEO(OATH)..... ☐

EOP..... ☐

VESL..... ☐

FVPCIKLIST..... ☐

#### ELECTION DAY:

VESL..... ☐

#### CLOSE OF POLLS:

VESL..... ☐

BS..... ☐

COFC..... ☐

TPSIVBC..... ☐

TPSUBC..... ☐

AVUYSS..... ☐

PP..... ☐

INSPECTOR'S PRINTED NAME: \_\_\_\_\_ INSPECTOR'S SIGNATURE: \_\_\_\_\_



# VOTING EQUIPMENT SECURITY LOG

☒ Check the following items on the Voting Equipment Security Log on **Election Eve**

☐ Precinct No:

☐ AVU Serial No:

☐ AVU Yellow Strap Seal No:

## VOTING EQUIPMENT SECURITY LOG

The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.  
**May 19, 2009 Consolidated Statewide Special Election**

Precinct No: 36040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334403

☒ Check the following items on the Voting Equipment Security Log on **Election Eve** Seals in boxes "A-G, I, and J". **"H" will be verified until Election Morning when the polls are opened electronically.**

☐ AVU Case Bottom Left Screw Seal (A)

☐ AVU Case Bottom Right Screw Seal (B)

☐ AVU Display Back Cover Seal #1 (C)

☐ AVU Display Back Cover Seal #2 (D)

☐ Tamper-Evident Seal (E)

☐ Reset Switch Seal (F)

☐ Polls Open-Closed Yellow Seal (G)

☐ Record VeriVote Seal # (I)\*

☐ Record VeriVote Rail Seal # (J)\*

VOTING EQUIPMENT SECURITY LOG	
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page. <b>May 19, 2009 Consolidated Statewide Special Election</b>	
Precinct No: <u>36040</u> AVU Serial No: <u>41612</u> AVU Yellow Strap Seal No: <u>334403</u>	
AVU Case Bottom Left Screw Seal <b>433951</b> (A)	AVU Case Bottom Right Screw Seal <b>433279</b> (B)
AVU Display Back Cover Seal #1 <b>K732954</b> (C)	AVU Display Back Cover Seal #2 <b>K732956</b> (D)
Tamper-Evident Seal <b>D18826</b> (E)	Reset Switch Seal <b>K732915</b> (F)
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b> (G)	Polls Open-Closed Red Seal <b>0031196</b> (H)
Record VeriVote Seal # <u>0028483</u> (I)	Record VeriVote Rail Seal # <u>0025211</u> (J)
Record VeriVote Replacement Seal #	Record Replacement VeriVote Rail Seal #

\* Should an Election Officer need to change the VeriVote printer or if the Range Inspector needs to change the paper, it will be necessary to record the VeriVote Seal Number and the VeriVote Rail Seal number on the log on the space provided.

☒ **The Inspector and another Precinct Officer** must complete the "Accessible Voting Unit Seal Log" section. Under Activity for **Election Eve**, record the Time and if the Seals are Intact at the time of verification. **Both** Election Officers must sign and place their initials in the appropriate block.

☐

ACCESSIBLE VOTING UNIT SEAL LOG						
Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification	7:00pm	yes	Kathy Seifert	KMS	[Signature]	MA

If a seal is broken or tampered with or if the numbers do not match on the log call the Registrar of Voters Office or Range Inspector *immediately* at:  
or (toll free).



# INSPECTOR'S ELECTION CHECKLIST

Upon verification and completion of the appropriate sections on the "Voting Equipment Security Log", be sure to turn to the "INSPECTOR'S ELECTION CHECKLIST" and place a check mark on the appropriate item to indicate it has been completed. The new procedure for this election is that the security seals on the Accessible Voting Unit (AVU) will need to be verified four times during the election process including **Election Eve**. **The Precinct Inspector will receive an additional \$10.00 stipend for making sure that all seals are verified and the log is properly completed throughout the election process.**

Inspector, remember to update the INSPECTOR'S ELECTION CHECKLIST for **ELECTION EVE**.

**VOTING EQUIPMENT SECURITY LOG**  
The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.  
**May 19, 2009 Consolidated Statewide Special Election**

Precinct No: **36040** AVU Serial No: **41612** AVU Yellow Strap Seal No: **334403**

AVU Case Bottom Left Screw Seal <b>433951</b> (A)	AVU Case Bottom Right Screw Seal <b>433279</b> (B)
AVU Display Back Cover Seal #1 <b>K732954</b> (C)	AVU Display Back Cover Seal #2 <b>K732956</b> (D)
Tamper-Evident Seal <b>D18826</b> (E)	Reset Switch Seal <b>K732915</b> (F)
Polls Open-Closed Yellow Seal (Election Eve and Election Morning Only) <b>0068845</b> (G)	Polls Open-Closed Red Seal <b>0031196</b> (H)
Record Verivote Seal # <b>0028483</b> (I)	Record VeriVote Rail Seal # <b>0025211</b> (J)
Record Verivote Replacement Seal #	Record Replacement VeriVote Rail Seal #

**ACCESSIBLE VOTING UNIT SEAL LOG**

Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Ver Initials
Election Eve Verification	7:00 am	yes	Kathy Seaton	KWS	[Signature]	M

**INSPECTOR'S ELECTION CHECKLIST** ☒

Inspector, be sure to follow the checklist below to ensure that all the items listed have been completed. In order to receive your additional \$15.00 stipend, you must **CHECK** each item and sign and print your name on the lines provided below. Your check mark on this document is your certification that these documents have been completed and signed.

	For office use only Auditor, were the following items completed by the precinct Inspector?:
<input checked="" type="checkbox"/> <b>ELECTION EVE</b>	<b>ELECTION EVE:</b>
<input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)	VESL..... <input type="checkbox"/>
<input checked="" type="checkbox"/> <b>ELECTION MORNING</b>	<b>ELECTION MORNING:</b>
<input type="checkbox"/> DECLARATION OF ELECTIONS OFFICERS (OATH) (M-Z ROSTER)	DOFEO (OATH)..... <input type="checkbox"/>
<input type="checkbox"/> ELECTION OFFICERS PAYROLL (M-Z ROSTER)	EOP..... <input type="checkbox"/>
<input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)	VESL..... <input type="checkbox"/>
<input checked="" type="checkbox"/> <b>ELECTION DAY</b>	<b>ELECTION DAY:</b>
<input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER) RANGE INSPECTOR AND INSPECTOR MUST CHECK REQUIRED SEALS.	VESL..... <input type="checkbox"/>
<input checked="" type="checkbox"/> <b>CLOSE OF POLLS</b>	<b>CLOSE OF POLLS:</b>
<input type="checkbox"/> VOTING EQUIPMENT SECURITY LOG (M-Z ROSTER)	VESL..... <input type="checkbox"/>
<input type="checkbox"/> BALLOT STATEMENT (M-Z ROSTER)	BS..... <input type="checkbox"/>
<input type="checkbox"/> CERTIFICATE OF COMPLETION (M-Z ROSTER)	COFC..... <input type="checkbox"/>
<input type="checkbox"/> TAMPER PROOF SEAL ISSUED-VOTED BALLOT CONTAINER (SEALS BAG)	TPSIVBC..... <input type="checkbox"/>
<input type="checkbox"/> TAMPER PROOF SEAL UNUSED-BALLOT CONTAINER (SEALS BAG)	TPSUBC..... <input type="checkbox"/>
<input type="checkbox"/> PRECINCT POSTING (SEALS BAG)	PP..... <input type="checkbox"/>

INSPECTOR'S PRINTED NAME: \_\_\_\_\_ INSPECTOR'S SIGNATURE: \_\_\_\_\_

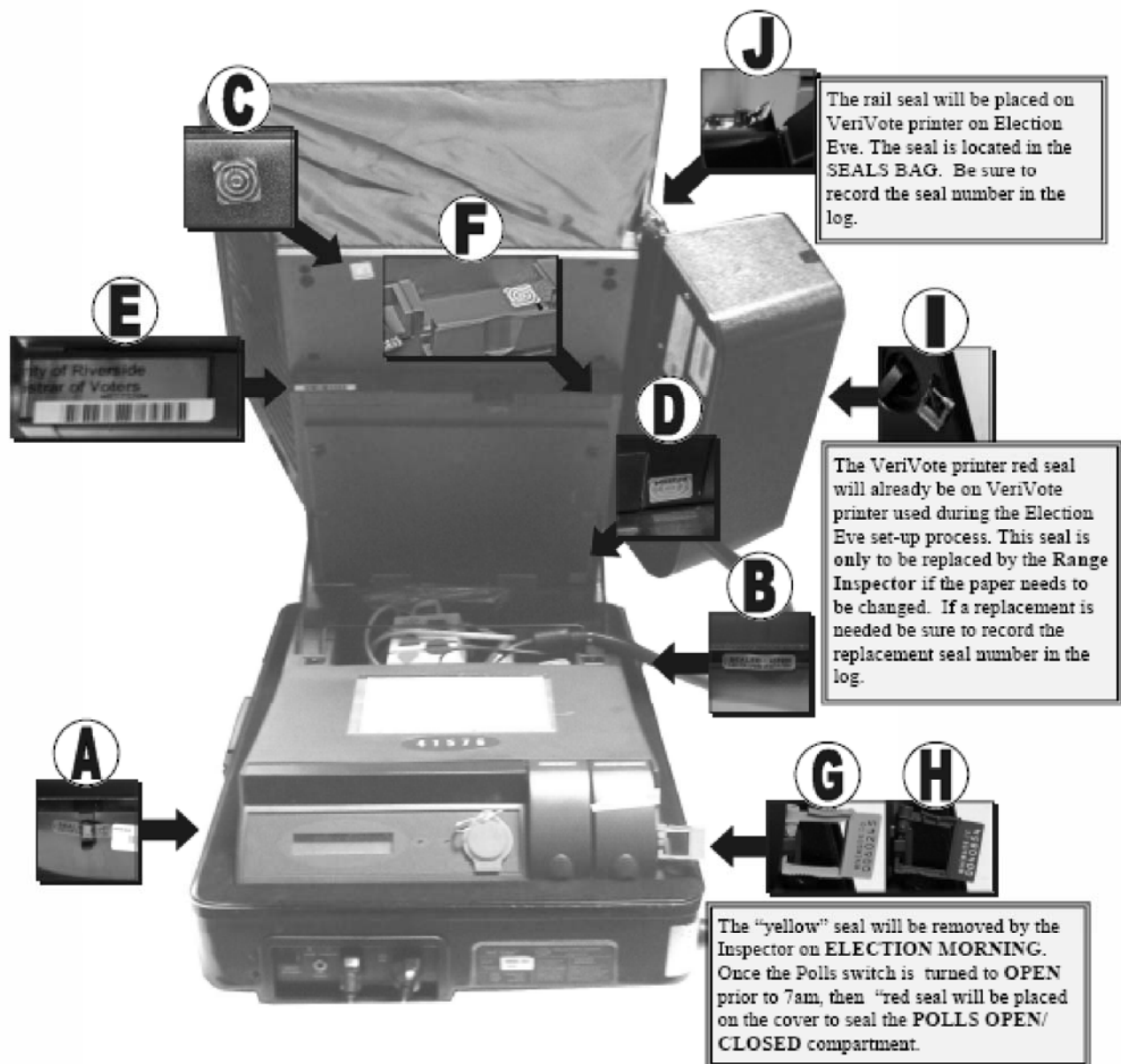
May 19, 2009 Consolidated Statewide Special Election

*If a seal is broken or tampered with or if the numbers do not match on the log, call the Registrar of Voters Office or Range Inspector immediately at: \_\_\_\_\_ or \_\_\_\_\_ (toll free).*

# (VESL) INSTRUCTION SHEET

## VOTING EQUIPMENT SECURITY LOG INSTRUCTION SHEET

Use the illustrations below to identify the location for all seals that need to be verified and recorded on the next page during the Election Eve Verification, Election Morning Verification, Election Day Verification and the Close of Polls Verification process. **Be sure to place all used or unused seals in the "SEALS BAG".**



May 19, 2009 Consolidated Statewide Special Election

## VOTING EQUIPMENT SECURITY LOG

The Precinct Inspector and/or Precinct Board members must complete this form when inspecting the voting equipment security seals. See the instruction on the next page.

**May 19, 2009 Consolidated Statewide Special Election**

**Precinct No: 36-040 AVU Serial No: 41612 AVU Yellow Strap Seal No: 334491**

AVU Case Bottom Left Screw Seal 433951 <b>(A)</b>	AVU Case Bottom Right Screw Seal 433279 <b>(B)</b>
AVU Display Back Cover Seal #1 K732954 <b>(C)</b>	AVU Display Back Cover Seal #2 K732956 <b>(D)</b>
Tamper-Evident Seal 018826 <b>(E)</b>	Reset Switch Seal K732915 <b>(F)</b>
Polls Open-Closed Yellow Seal <i>(Election Eve and Election Morning Only)</i> 0068845 <b>(G)</b>	Polls Open-Closed Red Seal <i>(Cannot be verified before opening of Polls                  Election Morning)</i> 0031196 <b>(H)</b>

Record Verivote Seal # _____ <b>(I)</b> Record Verivote Replacement Seal # _____	Record VeriVote Rail Seal # _____ <b>(J)</b> Record Replacement VeriVote Rail Seal # _____
---	---

### ACCESSIBLE VOTING UNIT SEAL LOG

Activity	Time	Seals Intact?	Verifier Name	Verifier Initials	Verifier Name	Verifier Initials
Election Eve Verification						
Election Morning Verification						
Election day Verification by Range Inspector						
Close of Poll Verification						

If the seal is not intact, or there are any signs of suspected tampering, take the unit out of service and contact the Range Inspector. If you can not reach your Range Inspector, call ROV immediately at \_\_\_\_\_ or \_\_\_\_\_.

## “OFFICIAL ZERO PROOF REPORT” (Opening of Polls)

- On Election Morning prior to opening the polls electronically on the Accessible Voting Unit (AVU), the Inspector will be required to press “Print Report” on the unit’s touchscreen in order to print the “OFFICIAL ZERO PROOF REPORT” then the Inspector must press “Done” to continue to the voting screen for the “First Voter”.

OFFICIAL ZERO PROOF REPORT		
Date 07/04/1776	Time 6:50 AM	
Serial Number	41793	
Protective Counter	2070	
Provisional Counter	0	
Public Counter	0	
Poll Site	11104	
Polling Place ID	11104	
Ballot Version	0	
Report Source	Internal Memory	
CONSOLIDATED GENERAL ELECTION RIVERSIDE COUNTY JULY 4, 1776		
Candidate	Candidate Totals	Total
***	***	***
State Senator 37th District		(1)
FLORENCE NIGHTINGALE		0
ANDREW CARNEGIE		0
FRANCIS SCOTT KEY		0
WRITE-IN		0
Undervotes		0
Board of Education		(1)
ROBERT L. WASHINGTON		0
ALBERT EINSTEIN		0
WRITE-IN		0
Undervotes		0
Measure A-Public Beautification		(1)
YES		0
NO		0
Undervotes		0
Measure B-Land Acquisition		(1)
YES		0
NO		0
Undervotes		0

Election Officers  
 Please Complete Before  
 Processing the First Voter  
 We the undersigned Election Officers do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ the Public Candidate and Question Counters were Found to be zero and the Protective Counter read 2070 before the Polls were Opened.  
 Signed: \_\_\_\_\_  
 SN 41793 5/8/24 07/04/1776 6:50 AM

Back Print Report Done Page 1 of 1 Next

**Print  
Report**

Press to Print the  
“Official Zero  
proof Report”

**Done**

Press when the  
report has finished  
printing.



Voting Screen for  
“First Voter” of  
the day.

## Voter Roster List

**Election Date: 05/19/2009**

### Consolidated Statewide Special Election

**Registration Close: 05/04/2009**

**WARNING:** It is a crime punishable by imprisonment in the State Prison or in the County Jail for anyone to fraudulently vote, to fraudulently attempt to vote, vote more than once, attempt to vote more than once, impersonate a voter, or attempt to impersonate a voter. (Elections Code Sections 18560 & 14108)

**ADVERTENCIA:** Es un crimen penal con encarcelamiento en la Prisión Estatal, o en la Cárcel del Condado para cualquier persona que vote fraudulentamente, fraudulentamente intente votar, vote mas de una vez, intente votar mas de una vez, personifique ser un votante, o intente personificar un votante. (Código de Elecciones Sección 18560 & 14108)

XREF NUM	VOTER NAME AND ADDRESS	ELECTRONIC BALLOT ISSUED	BIRTH DATE	SIGNATURE	ADDRESS	REGISTRATION NUMBER
70	Martin, Erika 978 Virginia Lee Ct	<input type="checkbox"/>	7/83			33ZG908803
15	Martinez, Marco Antonio 1824 Cascadian Way	<input type="checkbox"/>	7/90			33ZG938789
77	Mc Coy, Anthony Douglas 1571 Yeats Pl	<input type="checkbox"/>	8/74	Inactive Voter		33ZG661306
76	Mc Coy, Doris 1571 Yeats Pl	<input type="checkbox"/>	9/71			33ZG661305
7	McWhorter, Akeema 875 Browning Ct	<input type="checkbox"/>	10/90	ID Required		33ZG817964
61	Medrano, Eduardo 1863 Shakespeare Sq	<input type="checkbox"/>	5/89			33ZG794490
27	Miguel, Moreno 1211 Garrett Way	<input type="checkbox"/>	7/68			33ZG908951
19	Montoya, Eileen D Jesus 984 E Commonwealth Ave	<input type="checkbox"/>	6/76	Vote-by-Mail		33ZG927740
41	Moore-Harris, Megan Olivia 1915 Meridian St	<input type="checkbox"/>	7/88	Vote-by-Mail		59BP028313
42	Moore-Jones, Pamela Rene 1915 Meridian St	<input type="checkbox"/>	7/62			33ZG661260
5	Morgan, April Bathsheba 1733 E Beringer Dr	<input type="checkbox"/>	4/72			33ZG667608

# Watch DVD Vote By Mail Section

Voter Roster List

Printed: 4/3/2009 10:17:29AM

Paper  
Signatures

Electronic  
Signatures

**Voting Precinct: 0036040**

Generated: 10/30/2008

**Page 11**

Page 12 of 18

**Martin - Morgan**

# BLUE PAGE

## PROVISIONAL VOTING INFORMATION CARD

### Why am I being offered a Provisional Ballot to Vote?

*(Election Officer please check with an x or √ to identify a reason. )*

- ☐ Your name was not on the voter roster for this polling place.
- ☐ You were sent a ballot in the mail and you want to vote in person, but you cannot surrender it now.
- ☐ This is your first time voting in a Federal election and you cannot provide an acceptable ID.
- ☐ You have moved and have not reregistered.
- ☐ You are voting in other than your assigned polling place.
- ☐ You asked to vote a Provisional Ballot.

### How will my Provisional Ballot be counted?

- ◆ If you are a Riverside County registered voter, your vote for Statewide and Federal offices and State Measures will be counted.
- ◆ If you are a Riverside County registered voter, your vote for local offices and measures will be counted for contests in jurisdictions and districts in which you reside.

### How can I find out if my Provisional Ballot was fully or partially counted?

- ◆ To learn of your Electronic Provisional Ballot status you may contact the registrar of Voters office at 1-800-773-8683, on or after **December 2 2009**. Provide the unique tracking number on this card for an Electronic Provisional Ballot or your REFERENCE number for a Paper Provisional Ballot to the phone operator to determine your ballot status.
- ◆ You can also go on line to [www.voteinfo.net](http://www.voteinfo.net) and use the same Tracking or REFERENCE number to determine your ballot status.

### TRACKING NUMBER

**Your Electronic Provisional Ballot will be identified by this tracking number.**

--

*If you would like to know whether your Paper Provisional Ballot was counted, refer to the REFERENCE number on the envelope stub provided at the time of voting.*

**SEE OTHER SIDE FOR SPANISH**

**The Provisional Paper Ballot Issue Guide identifies each of the steps required to process a Paper Provisional voter. Use this guide to ensure that you do not overlook anything which might cause the voter's ballot to remain uncoun ted.**

1.
  - Retrieve a blue Provisional envelope and the Paper/Electronic Provisional Voter Roster.
  - Have the voter sign in the "PAPER PROVISIONAL ROSTER" of the Paper/Electronic Provisional Voter Roster.
  - Check the reason for issuing a Paper Provisional Ballot on the blue Provisional envelope.

[illegible][illegible]

# **Remove Sticker** **COUNTY OF RIVERSIDE** **PROVISIONAL BALLOT ENVELOPE**

REFERENCE # **36040-01**

REMOVE THIS STUB ▲

You would like to know whether your Provisional Ballot was counted, please call our website at [www.electionsnet.org](http://www.electionsnet.org) or call our office at 951-485-9300. Ninety days after the election we will provide the verification to your ballot.

REFERENCE # **36040-01**

PRECINCT BOARD MEMBER

NOTES:

☐ Absent    ☐ Absent # \_\_\_\_\_  
☐ Excuse    ☐ Excuse # \_\_\_\_\_  
☐ Illness    ☐ Illness # \_\_\_\_\_  
☐ Other    ☐ Other # \_\_\_\_\_

☐ Absent    ☐ Absent # \_\_\_\_\_  
☐ Excuse    ☐ Excuse # \_\_\_\_\_  
☐ Illness    ☐ Illness # \_\_\_\_\_  
☐ Other    ☐ Other # \_\_\_\_\_

☐ Absent    ☐ Absent # \_\_\_\_\_  
☐ Excuse    ☐ Excuse # \_\_\_\_\_  
☐ Illness    ☐ Illness # \_\_\_\_\_  
☐ Other    ☐ Other # \_\_\_\_\_

☐ Absent    ☐ Absent # \_\_\_\_\_  
☐ Excuse    ☐ Excuse # \_\_\_\_\_  
☐ Illness    ☐ Illness # \_\_\_\_\_  
☐ Other    ☐ Other # \_\_\_\_\_

☐ Absent    ☐ Absent # \_\_\_\_\_  
☐ Excuse    ☐ Excuse # \_\_\_\_\_  
☐ Illness    ☐ Illness # \_\_\_\_\_  
☐ Other    ☐ Other # \_\_\_\_\_

☐ Absent    ☐ Absent # \_\_\_\_\_  
☐ Excuse    ☐ Excuse # \_\_\_\_\_  
☐ Illness    ☐ Illness # \_\_\_\_\_  
☐ Other    ☐ Other # \_\_\_\_\_

☐ Absent    ☐ Absent # \_\_\_\_\_  
☐ Excuse    ☐ Excuse # \_\_\_\_\_  
☐ Illness    ☐ Illness # \_\_\_\_\_  
☐ Other    ☐ Other # \_\_\_\_\_

☐ Absent    ☐ Absent # \_\_\_\_\_  
☐ Excuse    ☐ Excuse # \_\_\_\_\_  
☐ Illness    ☐ Illness # \_\_\_\_\_  
☐ Other    ☐ Other # \_\_\_\_\_

☐ Absent    ☐ Absent # \_\_\_\_\_  
☐ Excuse    ☐ Excuse # \_\_\_\_\_  
☐ Illness    ☐ Illness # \_\_\_\_\_  
☐ Other    ☐ Other # \_\_\_\_\_

REASON FOR USING PROVISIONAL ENVELOPE:

☐ A voter whose name is not on the Combined Register and Index

☐ A voter who has moved to a new address and is not on the Combined Register and Index

☐ A voter who is not a resident of the County of Riverside

☐ A voter who is not a citizen of the United States

☐ A voter who is not a registered voter in the County of Riverside

☐ A voter who is not a resident of the County of Riverside

☐ A voter who is not a citizen of the United States

☐ A voter who is not a registered voter in the County of Riverside

☐ A voter who is not a resident of the County of Riverside

☐ A voter who is not a citizen of the United States

- ### 3.
- Instruct the voter to remove and retain the stub with the Reference # from the blue envelope.
  - Remind the voter that the ballot stub REFERENCE number may be used to call to know if their Provisional ballot was counted.
  - Have the voter insert his/her voted ballot into the blue envelope, seal the envelope, and deposit the ballot into the brown ballot box.

**Note: If the voter refuses to provide or does not have a California DMV Lic. # or a State ID#, you must still issue the Paper Provisional Ballot.**



BLUE PAGE

PAPER PROVISIONAL ROSTER

PAPER PROVISIONAL VOTERS MUST COMPLETE AND SIGN ONE OF THE LINES BELOW.

"WARNING: It is a crime punishable by imprisonment in the state prison or in county jail for anyone to fraudulently vote, fraudulently attempt to vote, vote more than once, attempt to vote more than once, impersonate a voter, or attempt to impersonate a voter. Elections Code Sec. 14108"

"ADVERTENCIA: Es un crimen castigado por encarcelamiento en una prisión del estado o en la cárcel del condado para todo aquel que fraudulentamente vote, fraudulentamente intente votar, votar más de una vez, o intentar votar más de una vez, personificar a un votante, o intentar personificar a un votante. (Código Electoral Sec. 14108)"

VOTER SEQ. #	PRINTED NAME NOMBRE	SIGNATURE OF VOTER FIRMA DEL VOTANTE	PRESENT RESDIENCE ADDRESS DIRECCION ACTUAL	PREVIOUS RESIDENCE ADDRESS DIRECCION ANTERIOR
1	Eileen D Jesus Montoya	Eileen D Jesus Montoya	984 E Commonwealth Ave	
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				

# BLUE ENVELOPE

## COUNTY OF RIVERSIDE PROVISIONAL BALLOT ENVELOPE

REFERENCE #

▲ REMOVE THIS STUB ▲

If you would like to know whether your Provisional Ballot was counted, please visit our website at [www.voteinfo.net](http://www.voteinfo.net) or call our office at 951-486-7200 Monday through Friday, 8:00am to 5:00pm at least 30 days after the election and provide the REFERENCE # on this stub.

REFERENCE #

### REASON FOR USING PROVISIONAL ENVELOPE:

- ☐ A voter whose name is not on the Combined Roster and Index.
- ☒ A Vote-by-Mail applicant who wishes to vote at Polls.  
(Unable to surrender ballot)
- ☐ HAVA first time voter - no ID
- ☐ Extended Voting (Court Order)
- ☐ Other \_\_\_\_\_

### PRECINCT BOARD MEMBER

NOTES: \_\_\_\_\_

OFFICIAL USE ONLY			
<input type="checkbox"/> Accept	Affidavit # _____	Party _____	
<input type="checkbox"/> Reject	Assigned V.P. # _____	Ballot Type _____	
<input type="checkbox"/> Modify	Reason: _____	Initials _____	

# BLUE ENVELOPE

**WARNING: Voting Twice Constitutes a Felony ADVERTENCIA: Votar Dos Veces Constituye un Delito Grave**

This envelope contains a voted ballot and is to be opened only by election officials at Election Headquarters.  
Este sobre contiene una balota votada la cual sólo puede ser abierta por los funcionarios electorales en la Oficina de elecciones central.

I declare: (1.) I am at least 18 years of age. (2.) I am a citizen of the United States. (3.) I reside at the address listed below. (4.) I am a registered voter in Riverside County. (5.) I have not voted previously in this election either by Vote-by-Mail ballot or at any other polling place.

Yo declaro que: (1.) Tengo por lo menos 18 años de edad. (2.) Soy ciudadano de los Estados Unidos. (3.) Resido en la dirección indicada abajo. (4.) Soy un votante inscrito en el condado de Riverside. (5.) No he votado anteriormente en esta elección ni con una balota de votación por correo ni en algún otro lugar de votación.

I declare under penalty of perjury that the declarations made herein are true and correct to the best of my knowledge and belief.  
Yo declaro bajo pena de perjurio, que las declaraciones de la presente son verdaderas y correctas según mi mejor conocimiento y entendimiento.

Eileen D Jesus Montoya

*Eileen D Jesus Montoya*

PRINTED NAME / NOMBRE EN LETRA DE MOLDE

SIGNATURE / FIRMA

11/03/2009

DATE / FECHA

June 2, 1976

Los Angeles, CA

B1237890

BIRTH DATE / FECHA DE NACIMIENTO

BIRTH PLACE (CITY AND STATE) / LUGAR DE NACIMIENTO (CIUDAD Y ESTADO)

CA ID# / NO. DE ID DE CALIF.

984 E Commonwealth Ave

Riverside, CA

92505

CURRENT RESIDENCE ADDRESS / DOMICILIO ACTUAL

CITY / CIUDAD

STATE / ESTADO

ZIP CODE / CÓDIGO POSTAL

PREVIOUS RESIDENCE ADDRESS / DOMICILIO ANTERIOR

CITY / CIUDAD

STATE / ESTADO

ZIP CODE / CÓDIGO POSTAL

Precinct: 36040

Ballot Type: 35

Reference #: 36040-01

Party

<input type="checkbox"/> Accept	Affidavit #	Party
<input type="checkbox"/> Reject	Assigned V.P. #	Ballot Type
<input type="checkbox"/> Modify	Reason:	Initials

# BLUE PAGE

## Electronic Provisional Ballot Issue Guide

1. Remove the Provisional Voter Roster, a Provisional Ballot Issue Guide (this sheet), and the Provisional Voting Information Card (pad) from inside the Transport Bag.
2. Have the Provisional Voter complete and sign the "TO BE COMPLETED BY VOTER" portion of the roster. Remind the Voter to provide a CA DMV Lic or State ID#.

TO BE COMPLETED BY  
PRECINCT OFFICER

TO BE COMPLETED BY  
VOTER

<b>Voter ID# (from Display)</b> <b>A001124-001</b>		<b>TO BE COMPLETED BY VOTER – Please Print</b>	
<b>Reason for Issue</b>		I declare that: I reside at the current residence address listed below, I am a registered voter in Riverside County, eligible to vote in this election; I have not voted previously in this election; I have not, nor do I intend to, apply for a Vote-by-Mail ballot from any jurisdiction for this election.	
1. <input type="radio"/> Not in Combined Roster & Index	2. <input type="radio"/> Vote-by-Mail Voter (No ballot to surrender)	VOTER'S NAME: _____	DATE: _____
3. <input type="radio"/> ID Required Voter – no ID	4. <input type="radio"/> Extended Voting (Court Order)	SIGNATURE: _____	PARTY: _____
5. <input type="radio"/> Other _____		I declare under penalty of perjury that the declarations made herein are true and correct to the best of my knowledge and belief.	
<b>OFFICE USE ONLY</b>		BIRTH DATE: ____/____/____	BIRTH PLACE: _____
Affidavit # _____		US CITIZEN? YES [ ] NO [ ]	
Party _____		CURRENT RESIDENCE ADDRESS: _____	APT # _____ City _____
<input type="checkbox"/> Not Registered <input type="checkbox"/> Voted AV <input type="checkbox"/> Voted in home Pct		(No P.O. Box, Business address, or out of county)	
<input type="checkbox"/> Signature doesn't match <input type="checkbox"/> Accept <input type="checkbox"/> Reject <input type="checkbox"/> Modify <input type="checkbox"/> Initials _____		PREVIOUS RESIDENCE ADDRESS (Reasons 1 & 5 only): _____	

3. Insert a voter card into the Card Activator.

4. Follow the instructions below for activating the voter card.

5. Record the Voter ID# from the card activator display. Indicate the reason for issuing the Provisional Ballot by marking the appropriate circle in the "Reason for Issue" area of the entry block. If "Other" is marked provide a brief explanation.

6. Issue the voter a Voter Card, a Provisional Ballot Status Card, and a rubber-tipped stylus with appropriate instruction. Remind the voter to return the Voter Card and rubber-tipped stylus to an Election Officer when finished. Thank the voter for voting and issue an "I Voted" sticker.

If the voter refuses to provide or does not have a CA DMV Lic. Or State Issued ID#, you must still issue the Provisional Ballot.

Insert Voter Card

Press "0" (Provisional) → Press "YES" → Copy ID # (from display) on Roster & Status Card → Press "ENTER"

# ELECTRONIC PROVISIONAL VOTERS MUST COMPLETE THE BLOCK BELOW.

PROVISIONAL VOTERS FOUND IN THE A-L, M-Z ROSTERS ARE NOT TO SIGN IN THE ROSTERS. THE ELECTRONIC PROVISIONAL VOTER ONLY NEEDS TO COMPLETE THE "TO BE COMPLETED BY VOTER" SECTION BELOW PRIOR TO BEING ISSUED A VOTER CARD.

"WARNING: It is a crime punishable by imprisonment in the state prison or in county jail for anyone to fraudulently vote, fraudulently attempt to vote, vote more than once, attempt to vote more than once, impersonate a voter, or attempt to impersonate a voter. Elections Code Sec. 14108"

TO BE COMPLETED BY  
PRECINCT OFFICER

TO BE COMPLETED BY  
VOTER

Voter ID# (from Display) A001124-003  
**Reason for Issue**  
1. ☐ Not in Combined Roster & Index  
2. ☐ Vote-by-Mail Voter (No ballot to surrender)  
3. ☒ ID Required Voter - no ID  
4. ☐ Extended Voting (Court Order)  
5. ☐ Other \_\_\_\_\_

## OFFICE USE ONLY

Affidavit # \_\_\_\_\_  
Party \_\_\_\_\_ Voter's Pct. \_\_\_\_\_  
☐ Not Registered ☐ Voted AV ☐ Voted in home Pct  
☐ Signature doesn't match ☐ Reflect ☐ Modify Initials \_\_\_\_\_  
☐ Accept

## TO BE COMPLETED BY VOTER - Please Print

I declare that: I reside at the current residence address listed below, I am a registered voter in Riverside County, eligible to vote in this election; I have not voted previously in this election; I have not, nor do I intend to, apply for a Vote-by-Mail ballot from any jurisdiction for this election.

VOTER'S NAME: Keema McWhorter DATE: 5/19/09 PARTY: None  
As Registered

SIGNATURE: Keema McWhorter CA DMV Lic. # Or State ID #: \_\_\_\_\_  
I declare under penalty of perjury that the declarations made herein are true and correct to the best of my knowledge and belief.

BIRTH DATE: 10/08/90 BIRTH PLACE: Orange CA US CITIZEN? YES [ ] NO [ ]

CURRENT RESIDENCE ADDRESS: 875 Browning Ct. APT# \_\_\_\_\_ City Riverside

PREVIOUS RESIDENCE ADDRESS (Reasons 1 & 5 only): \_\_\_\_\_ City \_\_\_\_\_

Voter ID# (from Display) \_\_\_\_\_

## Reason for Issue

- ☐ Not in Combined Roster & Index
- ☐ Vote-by-Mail Voter (No ballot to surrender)
- ☐ ID Required Voter - no ID
- ☐ Extended Voting (Court Order)
- ☐ Other \_\_\_\_\_

## OFFICE USE ONLY

Affidavit # \_\_\_\_\_  
Party \_\_\_\_\_ Voter's Pct. \_\_\_\_\_  
☐ Not Registered ☐ Voted AV ☐ Voted in home Pct  
☐ Signature doesn't match ☐ Reflect ☐ Modify Initials \_\_\_\_\_  
☐ Accept

## TO BE COMPLETED BY VOTER - Please Print

I declare that: I reside at the current residence address listed below, I am a registered voter in Riverside County, eligible to vote in this election; I have not voted previously in this election; I have not, nor do I intend to, apply for a Vote-by-Mail ballot from any jurisdiction for this election.

VOTER'S NAME: \_\_\_\_\_ DATE: \_\_\_\_\_ PARTY: \_\_\_\_\_  
As Registered

SIGNATURE: \_\_\_\_\_ CA DMV Lic. # Or State ID #: \_\_\_\_\_  
I declare under penalty of perjury that the declarations made herein are true and correct to the best of my knowledge and belief.

BIRTH DATE: \_\_\_\_\_ BIRTH PLACE: \_\_\_\_\_ US CITIZEN? YES [ ] NO [ ]

CURRENT RESIDENCE ADDRESS: \_\_\_\_\_ APT# \_\_\_\_\_ City \_\_\_\_\_

PREVIOUS RESIDENCE ADDRESS (Reasons 1 & 5 only): \_\_\_\_\_ City \_\_\_\_\_

## “OFFICIAL RESULTS REPORT” (Close of Polls)

- ✦ At the close of polls after all voters have been processed the Inspector will be required to press “Print Report” on the voting unit’s touchscreen in order to print the “OFFICIAL RESULTS REPORT”, then the Inspector must press “Done” to continue to the “Results Screen” to view all Qualified Votes, Provisional Votes, and Total Votes to copy onto the Ballot Statement.

\*\*\*\*\*  
OFFICIAL RESULTS REPORT  
\*\*\*\*\*

Date 07/04/1776 Time 8:05 PM  
Serial Number 41793  
Protective Counter 2070  
Provisional Counter 1  
Public Counter 7

Poll site 11104  
Polling Place ID 11104  
Ballot version 0  
Report Source Internal Memory

CONSOLIDATED GENERAL ELECTION  
RIVERSIDE COUNTY  
JULY 4, 1776

Candidate Totals

Candidate	Total
***	***
State Senator 37th District	(1)
FLORENCE NIGHTINGALE	1
ANDREW CARNEGIE	1
FRANCIS SCOTT KEY	0
WRITE-IN	0
Undervotes	1
Board of Education	(1)
BOOKER T. WASHINGTON	1
ALBERT EINSTEIN	0
WRITE-IN	1
Undervotes	0
Measure A-Public Beautification	(1)
YES	0
NO	1
Undervotes	0
Measure B-Land Acquisition	(1)
YES	1
NO	0
Undervotes	0

Election Officers  
Please Complete After Closing The Polls  
We the undersigned Election Officers do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ this board under the scrutiny of each member, closed the polls from further voting, obtained this printed record of votes cast on this machine and that after the polls closed, the Protective Counter read 2070, the Public Counter read 7 and the machine has been sealed with seal # \_\_\_\_\_

Signed: \_\_\_\_\_

S/N 41793 5.0.24 07/04/1776 8:05 PM

Back Print Report Done Page 1 of 1 Next

**Print  
Report**

Press to Print the  
“Official Zero  
proof Report”

**Done**

Press when the  
report has finished  
printing.

Printing Mode Polls Closed Printer Test

Qualified Votes - 6  
Provisional Votes - 1  
Total Votes - 7

Results Report

Public Counter 1 Poll ID 11100  
Protective Counter 50 S/N 41800 R/S 0.24 0/1 2, 2006 3:58 PM

**Results Screen**



**Precinct:**  
**36040**

# PRECINCT POSTING

## July 4, 1776 General Election

# BT001

**A** LOOK AT THE OFFICIAL RESULTS REPORT ON THE ACCESSIBLE VOTING UNIT TOUCHSCREEN. ARE THERE MORE THAN FIVE (5) QUALIFIED VOTES? CHECK THE CORRECT ANSWER BELOW:

**YES** ☒ **GO TO SECTION B**

**NO** ☐ **GO TO SECTION C**

- B**
- 1 RECORD THE SUMMARY RESULTS FROM THE ACCESSIBLE VOTING UNIT IN THE TABLE BELOW
  - 2 DO NOT RECORD UNDERVOTES OR WRITE-IN VOTES
  - 3 REMEMBER TO SIGN IN SECTION C



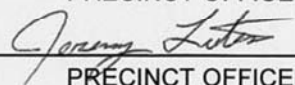
STATE OFFICES	
STATE SENATOR 37TH DISTRICT	
FLORENCE NIGHTINGALE	1
ANDREW CARNEGIE	1
FRANCIS SCOTT KEY	0

CITY OF TOWNSVILLE	
MEASURE A-PUBLIC BEUATIFICATION	
YES	1
NO	0

NONPARTISAN OFFICES	
BOARD OF EDUCATION	
BROOKER T. WASHINGTON	1
ALBERT EINSTEIN	0

CITY OF TOWNSVILLE	
MEASURE B-LAND ACQUISITION	
YES	0
NO	1

**C** SIGN BELOW:

  
\_\_\_\_\_  
INSPECTOR  
  
\_\_\_\_\_  
PRECINCT OFFICER  
  
\_\_\_\_\_  
PRECINCT OFFICER

\_\_\_\_\_  
PRECINCT OFFICER  
\_\_\_\_\_  
PRECINCT OFFICER  
\_\_\_\_\_  
PRECINCT OFFICER

**Post white copy outside of polling place in plain view; place yellow copy in Seals Bag**



**Precinct:**

**36040**

# PRECINCT POSTING

**July 4, 1776 General Election**

**BT001**

**A**

LOOK AT THE OFFICIAL RESULTS REPORT ON THE ACCESSIBLE VOTING UNIT TOUCHSCREEN. ARE THERE MORE THAN FIVE (5) QUALIFIED VOTES? CHECK THE CORRECT ANSWER BELOW:

**YES**

☐

**GO TO SECTION B**

**NO**

☒

**GO TO SECTION C**

**B**

- 1 RECORD THE SUMMARY RESULTS FROM THE ACCESSIBLE VOTING UNIT IN THE TABLE BELOW
- 2 DO NOT RECORD UNDERVOTES OR WRITE-IN VOTES
- 3 REMEMBER TO SIGN IN SECTION C

**STATE OFFICES**

**STATE SENATOR  
37TH DISTRICT**

FLORENCE NIGHTINGALE

ANDREW CARNEGIE

FRANCIS SCOTT KEY

**CITY OF TOWNSVILLE**

**MEASURE A-PUBLIC  
BEUATIFICATION**

YES

NO

**NONPARTISAN OFFICES**

**BOARD OF EDUCATION**

BROOKER T. WASHINGTON

ALBERT EINSTEIN

**CITY OF TOWNSVILLE**

**MEASURE B-LAND ACQUISITION**

YES

NO

**C**

**SIGN BELOW:**

*Donna Perez*

INSPECTOR

*Joanna Lopez*

PRECINCT OFFICER

*[Signature]*

PRECINCT OFFICER

PRECINCT OFFICER

PRECINCT OFFICER

PRECINCT OFFICER

**Post white copy outside of polling place in plain view; place yellow copy in Seals Bag**

# CERTIFICATE OF COMPLETION

(EC 14107)

**IMPORTANT NOTICE: YOU MUST COMPLETE AND SIGN THIS PAGE, AND COMPLETE THE "BALLOT STATEMENT" IN ORDER TO CONCLUDE YOUR DUTIES AS AN ELECTION OFFICER AND RECEIVE YOUR STIPEND.**

WE HEREBY CERTIFY that all voters whose signatures appear hereinbefore in this roster voted this day except the following who, after signing the roster, failed to vote or were challenged and denied the right to vote:

Name	A-L
	M-Z

**P** This number comes from the Ballot Statement in section "P".

WE FURTHER CERTIFY that the number of voters who voted in this precinct at this election is **P** , and that the above list of voters, less those who did not vote as enumerated above, constitutes the roster of this precinct for this election.

WE FURTHER CERTIFY that the total number of official ballots received, voted, rejected, spoiled and cancelled, found in the ballot container and the number accounted for is as indicated on the Ballot Statement.

WE FURTHER CERTIFY that the Assisted Voters List and Challenge List show a complete list of all voters assisted or challenged.

**Attention: All Precinct Officers including Student Pollworkers must sign below.**

Inspector **X** \_\_\_\_\_ Pct Officer **X** \_\_\_\_\_

Pct Officer **X** \_\_\_\_\_ Pct Officer **X** \_\_\_\_\_

Pct Officer **X** \_\_\_\_\_ Pct Officer **X** \_\_\_\_\_

# Ballot Statement Instruction Sheet

- A** Copy Accessible Voting Unit (AVU) number
- B** Remove seal from the cartridge door and place here or in the Seals Bag
- C** Copy the numbers from the totals screen of the (AVU)
- D** Copy the numbers from the totals screen of the (AVU)
- E** Copy the numbers from the totals screen of the (AVU)
- F** Number of ballots that were issued to the Inspector at training
- G** Any additional ballots received from the Registrar of Voters office
- H** Add blocks F. and G, which equals the total number of ballots issued to the board
- I** Leftover ballots not used by voters
- J** Number of spoiled White envelopes (black ink) from the brown Ballot Box.
- K** Number of ballots removed from the Blue Ballot Box
- L** Add blocks I, J, and K. This block should agree with block H.
- M** Count all signatures in the Roster and Index A-L and M-Z, and in the Supplemental Active Voter Roster List, the Authorized Voter List, and the Curbside Voters List.
- N** Copy the same number from block C.
- O** Copy the same number from block K
- P** Add blocks N and O. This block should agree with block M.
- Q** This is the number of Provision Ballots issued to the Inspector at training.
- R** Leftover Provisional Ballots not issued to voters.
- S** Number of spoiled White envelopes (blue ink) from the brown Ballot Box.
- T** Number of voted Blue envelopes from the brown Ballot Box.
- U** Add blocks R, S, and T. This block should agree with block Q.
- V** Number of Vote-By-Mail Ballots dropped off by voters from the Brown Ballot Box.

**Please call the Registrar of Voters office if you have any questions on completing the Ballot Statement or any other documents at 1-877-663-9906.**

# BALLOT STATEMENT

(EC 14405)

Voting Unit #	OPTIONAL-Voting Equipment Security Log is the official chain of custody report	Qualified Votes	Provisional Votes	Total Votes
A	B	C	D	E
	<div style="border: 1px solid black; padding: 10px; text-align: center;"> <b>Place Tamper-Evident Seal Here or in the Seals Bag.</b> </div>			

## REGULAR BALLOTS ISSUED

<i>The Number of <u>Ballots</u> Issued</i>	F + 600
<i>The Number of additional ballots issued during the day</i>	G +
<b>Total available ballots to vote</b>	H =

<i>The number of <u>Unused</u> ballots (Place in White Box)</i>	I +
<i>The number of <u>Spoiled</u> ballots (Place the envelopes in the plastic bag and into White Box )</i>	J +
<i>The number of <u>Voted</u> ballots (Place in Brown Voted Ballot Box)</i>	K +
<b>Total</b>	L =

Should Agree

<b>Total Number of Electronic and Paper Regular ballot signatures in "Combined Roster and Index" A-L, M-Z. (Include signatures from the Supplemental Active Voter Roster List, Authorized Voter List, and Curbside Voters List)</b>	M
<b>Total number of "Qualified Votes" (Same as "C" from above)</b>	N +
<i>The number of <u>Voted</u> ballots (Same as "K" from above)</i>	O +
<b>Total</b>	P =

Should Agree

## PROVISIONAL BALLOTS ISSUED

(EC 14405)

<i>The number of Provisional Ballots Issued</i>	q 50
---	------

<i>The number of Provisional Unused ballots-Count (Place in White Box)</i>	R +
<i>The number of <u>Spoiled</u> Provisional ballots (Place envelopes in plastic bag and into White Box )</i>	S +
<i>The number of Voted Provisional Ballots (Blue Envelopes) (Place in plastic bag and into Red Transport bag)</i>	T +
<b>Total</b>	U =
<b>The number of Dropped Off Vote-by-Mail ballots (Place in plastic bag and into Red Transport bag)</b>	V

Should Agree

**PLACE THE "YELLOW" COPY OF THIS DOCUMENT IN THE BROWN VOTED BALLOT CARTON.**

# CLOSING POLLS PROCEDURES

## Red Transport Bag

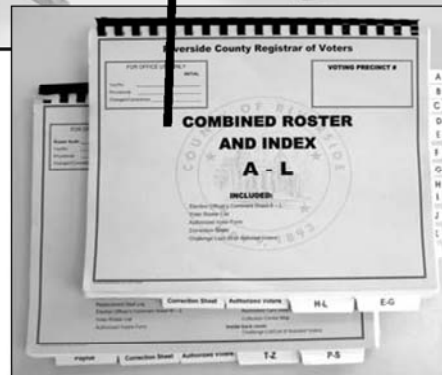
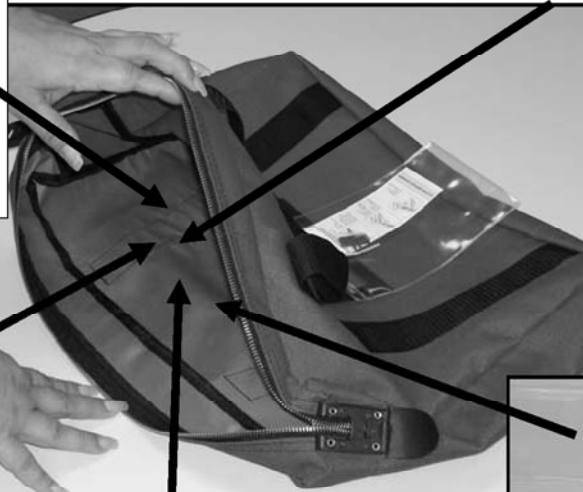
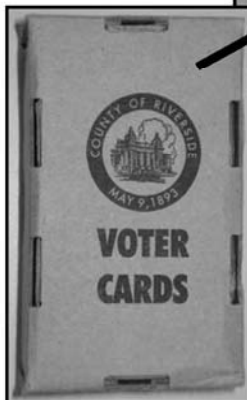
Remove the Collection Center map from the bag. Place in the Red Transport bag the following: box of voter cards, all rosters (the "Combined Roster and Index A-L" and "M-Z" and the "Paper/Electronic Provisional Voter Roster"), the Provisional Voted Ballot bag, the Dropped off and Surrendered Vote-By-Mail, and the Seals Bag.

### Paper/Electronic Provisional Voter Roster

Please refer to the Paper/Electronic Provisional Ballot Issue Guide for detailed instructions on processing Provisional Voters

#### Election Officers please note:

The first section inside this roster contains a roster designed ONLY for voters that are issued Paper Provisional Ballots. The second section inside the roster contains the roster designed ONLY for Electronic Provisional Ballots. For each person who casts an Electronic Provisional Ballot in your precinct, an "eater black" must be entirely completed (except for the area designated "Office use only").



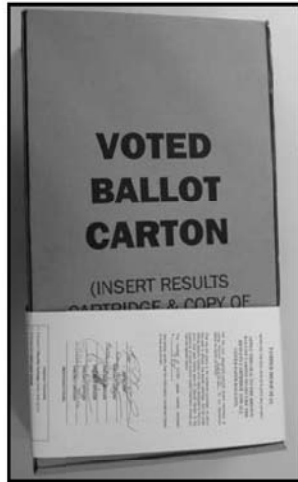
## Red Chamber Seal

This seal is located inside the tag of the Red Transport Bag. Insert the seal into the Red Transport Bag's zipper security lock. Return the extra seal to the tag.



## CLOSING POLLS PROCEDURES (CONT'D)

The Inspector and another Officer must ride in the same vehicle during transport of the following items to the Collection Center:



Brown voted ballot  
Carton(s)



White Unused ballot  
return box(es)



Red Transport Bag



2 VeriVote® Printers

- ✦ Election materials **must** be transported **inside** the vehicle.
- ✦ A map to the Collection Center is provided in the Red Transport Bag.
- ✦ Release students after the completion of the closing duties. Remember students return to class the next morning.

