

***OVO TABULATOR
FVT TOUCHSCREEN
OVI TOUCHSCREEN***

ELECTION JUDGE MANUAL

2022-2023

PREFACE

Election Judges serve a vital role in protecting the rights of voters. As an Election Judge, you will ensure that the electoral process is fair and in accordance with federal and state election laws. This manual of instructions has been prepared to assist you with the administration of your duties, as an Election Judge, in accordance with state and federal election law.

This manual is intended to provide statutory responsibility and suggested guidelines that will allow for you to have a successful election. Within this Election Judge Manual you will find instructions on procedures, voter coding, pollwatchers, voter assistance and challenging a person's right to vote. A pictorial guide is also included to assist you with equipment set up, what forms are to be used and what you can find in your blue precinct bags that have been packed by Liberty Systems, LLC.

You play a very important role and we commend you for helping to ensure the integrity of elections in Illinois. Training of Election Judges is crucial to the success of the election process.

We thank all Election Judges for serving.

GENERAL INFORMATION

General Primary Election	June 28, 2022
General Election	November 8, 2022
Consolidated Primary Election	February 28, 2023
Consolidated General Election	April 4, 2023

At a General Primary Election and Consolidated Primary Election, nominees are for offices filled at the November General Election and April Consolidated General Election. Voters will elect certain party officers in the Primary Election.

In order to participate in a party primary, the voter must declare his or her party affiliation to the Election Judges. The qualified voter receives only the ballot associated with the party of the voter's choice. The voter may declare affiliation with any party regardless of how he/she voted in past elections. Nonpartisan candidates and referenda may also appear on the ballot. A voter does not declare party affiliation when voting for nonpartisan candidates or on referenda only (no candidates). Candidates and referenda will appear on the appropriate party primary ballots as well as on separate ballots for voters not wanting to vote in the partisan elections. Since precinct boundaries do not necessarily correspond to local governmental unit boundaries, all voters voting a primary ballot may not be voting on referenda. The Election Authority codes each voter in the precinct to indicate which offices and referenda the voter is entitled to vote on. The declared party affiliation of the voter and/or the voter's code will determine the type of ballot the voter will receive. The voter may vote for only those candidates or referenda for which the voter is qualified.

At a General Election and a Consolidated General Election, a voter does not declare party affiliation. The voter is given a ballot containing the names of all candidates and all referenda to be voted on in a geographical area from which the voter is registered. The voter may vote for individual candidates and/or propositions.

GENERAL PRIMARY**JUNE 28, 2022****GENERAL ELECTION****NOVEMBER 8, 2022****OFFICERS NOMINATED AT THE GENERAL PRIMARY AND
ELECTED AT THE GENERAL ELECTION**

Governor and Lieutenant Governor	County Clerk County Clerk and Recorder
Attorney General	County Treasurer
Secretary of State	County Sheriff
State Comptroller	County Coroner
State Treasurer	County Assessor
Representative in Congress	Educational Service Region-Regional Superintendent of Schools
State Central Committeepersons	County Board Members
State Senator	County Commissioners
Representative in the General Assembly	Sanitary District Commissioners

OFFICERS ELECTED AT THE PRIMARY

Precinct Committeepersons	
Special Charter Municipalities, Annual Municipal Election (officers)	School Districts under Article 33 of the School Code

CONSOLIDATED PRIMARY FEBRUARY 28, 2023

ESTABLISHED POLITICAL PARTY OFFICERS TO BE NOMINATED

MUNICIPAL-Population over 5,000 and/or Special Charter

- Mayor or President
- Clerk
- Treasurer
- Alderperson or Trustee

NONPARTISAN OFFICERS TO BE NOMINATED

MUNICIPAL-Council-Manager form (councilmen at-large and from districts)

- Mayor or President
- Clerk
- Treasurer (Council-Manager form only)
- Council Members, Trustees, Commissioners and Alderperson

CONSOLIDATED GENERAL ELECTION

APRIL 4, 2023

ESTABLISHED POLITICAL PARTIES, INDEPENDENT AND NEW POLITICAL PARTY OFFICERS TO BE ELECTED

MUNICIPAL-Including Special Charter

- Mayor or President
- Clerk
- Treasurer
- Alderperson or Trustee

NONPARTISAN OFFICERS TO BE ELECTED

MUNICIPAL-Mayor or President, Clerk, Treasurer, Council Members, Commissioners or Trustees	PARK DISTRICT-Commissioners, Trustees
PUBLIC LIBRARY DISTRICT-Trustees, Township & Municipal Library	TOWNSHIP AND MUNICIPAL LIBRARY-Trustees
SCHOOL DISTRICTS-Board Members, School Directors, Inspectors	REGIONAL BOARD OF SCHOOL TRUSTEES-Trustees
COMMUNITY COLLEGE DISTRICT-Trustees	TOWNSHIP LAND COMMISSIONERS
FIRE PROTECTION DISTRICT-Trustees	FOREST PRESERVE DISTRICT-Commissioners
ROAD DISTRICT-Clerk, Commissioner	OTHER SPECIAL PURPOSE DISTRICTS (see applicable statutes)

TABLE OF CONTENTS

Term Definitions	9
------------------------	---

SETTING UP

Ballot Box	11
OVO Tabulator	12
FVT Touchscreen.....	16
OVI Touchscreen	21
Polling Place	25
Election Judge Stations.....	28

DURING VOTING HOURS

Spoiled Ballot	34
Who may/may not vote.....	36
Voter Coding	36
Affidavits.....	37
Cancellation of Vote by Mail Ballot	37
Challenging a Person's Right to Vote.....	37
Provisional Voting	38
Assisting Voters with Disabilities	40
Inaccessible Polling Places	43
Ballot Marks	43
Ballot Entitlement Chart.....	51
Authorized Individuals in the Polling Place.....	52
Pollwatchers.....	52
OVO Tabulator Error Message.....	55
Using the Emergency (Auxiliary) Ballot Bin	58
Write-in Votes.....	63
Making Duplicate Ballots	65

EQUIPMENT ASSISTANCE

OVO Tabulator Assistance.....	44
FVT Touchscreen Assistance	45
OVI Touchscreen Assistance	48

KEYPAD FUNCTIONALITY

FVT Touchscreen.....	47
OVI Touchscreen	50

REPLACING PAPER ROLLS

OVO Tabulator	59
FVT Touchscreen.....	60
OVI Touchscreen	62

CLOSING THE POLLS

Ballot Box	66
OVO Tabulator	67
FVT Touchscreen.....	72
OVI Touchscreen	75
Polling Place	78
Items returned to the Election Authority	80

PREPARING FOR TRANSPORT

OVO Tabulator	71
FVT Touchscreen.....	74
OVI Touchscreen	77

LIBERTY SYSTEMS PRECINCT KIT CONTENTS

Blue Precinct Bag.....	82
Affidavit Binder	83
Green Bag	86
Precinct Envelope	89
Supply Bag.....	93
Red Polling Place Bag	95
After Polls Close Envelope.....	99

TERM DEFINITIONS

ELECTION AUTHORITY-The appropriate Election Authority (i.e. the County Clerk or the Board of Election Commissioners) conducts all elections. Contact your Election Authority if you have questions or problems on Election Day.

SIGNATURE VERIFICATION RECORD-There are various methods used which allow Election Judges to check the signatures and addresses of voters applying to vote. Election Authorities use scanned signatures on a separate signature roster list, preprinted Applications to Vote or electronic poll books. Regardless of which method is used, two Election Judges, one from each political party, are to verify each voter's signature and address before issuing the voter's ballot. These two judges are "verification judges."

BALLOT STYLE-The term "ballot style" is interchangeable with "ballot type," "ballot code," or "ballot configuration." Additional ballot styles are in precincts in which voters do not vote the same offices or propositions. This is based on the voter's address.

ELECTIONEERING-Electioneering is working for, against, or in the interest of a candidate, party or proposition. Electioneering is prohibited within the campaign free zone.

CAMPAIGN FREE ZONE-A campaign free zone prohibits advertising pertaining to any candidate, proposition or political party. No one is to wear a campaign button, display political literature or engage in any political discussion within the restricted area. The campaign free zone consists of the polling room and the distance within 100 horizontal feet of any such room. Any person who violates this section is in contempt of court.

Election officials shall place 2 or more cones, small United States flags, or some other marker a distance of 100 horizontal feet from each entrance to the room used by voters to engage in voting, which shall be known as the polling room.

If the polling room is located within a private business, school or church building and the distance of 100 horizontal feet ends within the interior of the building, then the markers shall be placed outside of the building at each entrance used by voters to enter that building. A church or a private school may choose to apply the campaign free zone to its entire property, and if so, the markers shall be placed near the boundaries on the grounds adjacent to the thoroughfares or walkways leading to the entrances used by the voter.

The area within the markers is a campaign free zone and within these boundaries, there is no electioneering. The area on polling place property beyond the campaign free zone, whether publicly or privately owned, is a public forum for the time that the polls are open on Election Day. Persons shall have the right to congregate and engage in electioneering on any polling place property, beyond the campaign free zone, while the polls are open. Electioneering includes, but is not limited to, the placement of temporary signs.

ELECTION JUDGE DUTIES-In the polling place, the Election Judges are responsible for the proper and legal conduct of the election. They serve as officers of the Circuit Court and swear or affirm to uphold the Constitutions of the United States and the State of Illinois.

EQUAL AUTHORITY-All Election Judges have equal authority and responsibility in upholding the law. The Judges act as a board in making decisions and the majority rules. However, each Judge may act alone to enforce election laws. Once selected to serve as an Election Judge, that person is obligated to serve at each election during that two-year period. If an emergency arises that prevents a Judge from serving, the Judge **MUST NOTIFY THE ELECTION AUTHORITY** as soon as possible.

REPLACEMENT JUDGE-If a Judge fails to appear at the polls, one of the remaining Judges should contact the Election Authority for a replacement. If the Election Authority cannot provide a replacement, the Judges present may appoint a replacement Judge. The appointment of the replacement Judge is after 6:15 a.m. The replacement must be a registered voter who has the same political affiliation as the replaced Judge. A precinct, township or ward committeeman or a candidate cannot serve as an Election Judge. One of the regular Judges administers the Oath to the replacement Judge. If at any time the regular appointed Judge arrives, he or she will assume the duties of the replacement Judge and the replacement Judge will cease to serve. Both judges sign the payroll sheet indicating what hours they served.

WORKING HOURS-Illinois law requires that the polls be open from 6:00 a.m. until 7:00p.m. Once the polls are open, there is to be no adjournment or recess until all forms are completed and the ballots delivered to the Election Authority. All Judges should arrive at the polls no later than 5:00 a.m. (or at the time designated by the Election Authority) to check the supplies and set up the polling place. After the polls close, all Judges must remain until all forms, certificates and affidavits are completed and signed, and all election materials packaged for return to the Election Authority.

HANDLING ELECTION MATERIALS-Only Election Judges are to handle the election materials, supplies and ballots.

ROTATING POSITIONS-Each Judge should learn the various duties associated with each position by rotating among the positions during the day. Rotating duties will help to prevent errors and helps prohibit certain types of fraudulent activity. When rotating duties, two Judges, one from each political party, must be at the signature verification records at all times to verify each voter's signature and address.

CONTROL OF THE POLLING PLACE-Election Judges are required to maintain order in the polling place throughout Election Day. All persons in the polling place or within the campaign free zone must obey a lawful order of the Judges. Election Judges have the authority to evict any person who is creating a disturbance. Appropriate law enforcement officials may arrest individuals violating the law. Report all serious problems to the Election Authority.

SETTING UP THE BALLOT BOX

1. There are 2 locks on the rear of the ballot box. To open the Emergency (Auxiliary) Ballot Bin insert the blue key into the right—side lock and turn the key to the left.



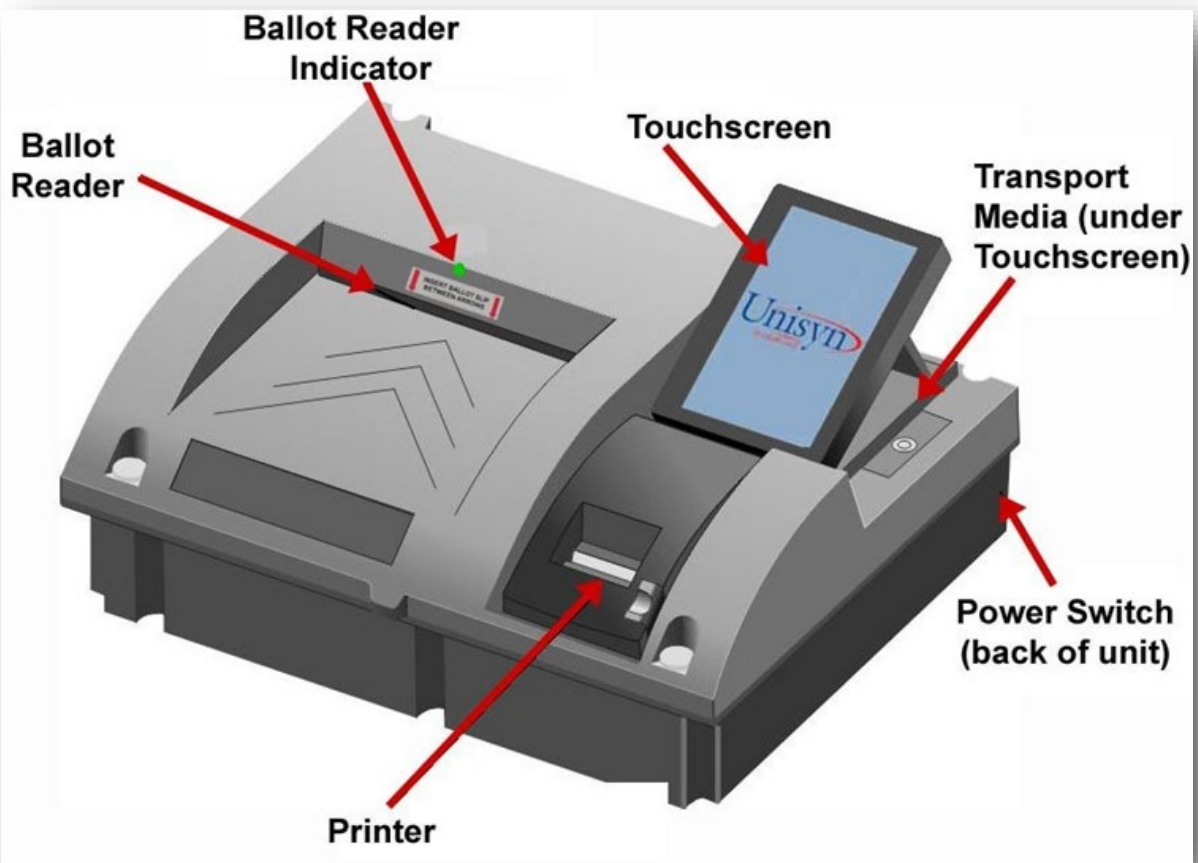
2. Use the black knob on the front of the Emergency (Auxiliary) Ballot Bin to swing the bin down towards the floor. Verify that there are no ballots in the bin. If ballots are found, call your Election Authority.

3. Lift the bin back up and lock it into place. Put the blue key in the lock on the left—side and take off the Emergency (Auxiliary) Ballot Bin. The opening to the main ballot box will be exposed. Check to make sure the ballot box is empty. Lock the door back into place.



4. Once the Ballot Box has been checked for ballots, seal the top and bottom of the Ballot Box with the red tug tights, if not already done for you.

UNISYN OVO TABULATOR DIAGRAM



SETTING UP THE OVO TABULATOR

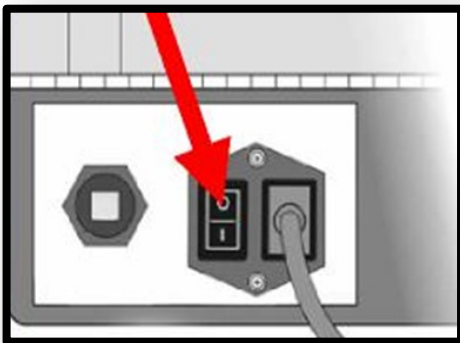
1. Locate the black ballot box and the optical scan tabulator. Place the tabulator on the black ballot box and slide away from you.



2. Using the blue key, lock the tabulator into place by turning the locks to the right.

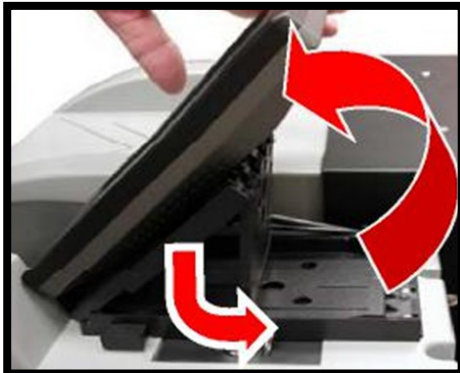


3. Plug the tabulator power cord into the power source on the back of the tabulator. Plug the other end of the power cord into the power supply.

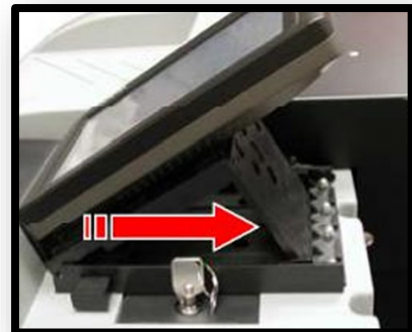


4. Power on the tabulator by toggling the switch so the "I" is in the down position. (I is on and O is off).

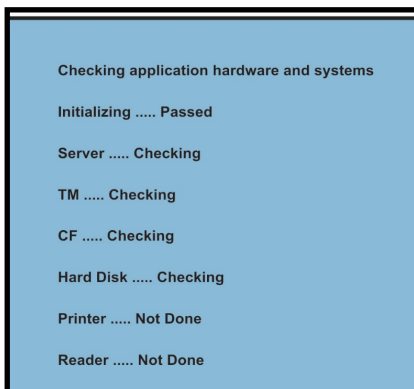
5. On the right-hand side of the tabulator you will find a display screen. It could be in the shipping position.



6. Gently lift the screen from the top back edge and move the kickstand back until it stops.

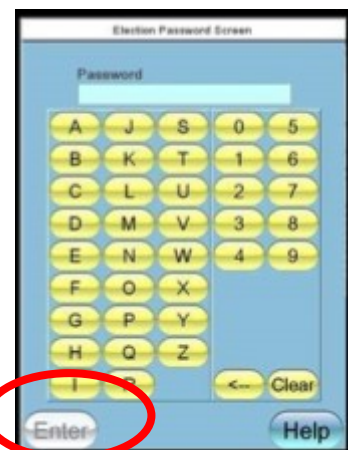


7. The display screen should rest on its kickstand.



8. The tabulator will go through a series of system verification tests to ensure it is working properly. This process takes a couple of minutes. The display screen will show the various applications. If any of these show an error, call your Election Authority immediately.

9. The Election Password Screen will appear next. Type in the password provided by your Election Authority and press “**Enter**.”



Machine Info

Election Title:
 GENERAL ELECTION
 LIBERTY COUNTY, ILLINOIS
 JULY 5, 2016
 Election Date: Tue Jul 05, 2016
 Current Date:
 Tue Jul 05, 2016 01:47:56 AM
 Election ID: 102
 Election Version: 32.2.1
 Public Count: 0
 Protective Count: 726

10. When the systems check is complete, the tabulator will print a **"MACHINE INFO"** Report. Remove this report from the tabulator printer and place it with the precinct records.

11. A **"ZERO COUNT"** Report will be printed immediately after the **"MACHINE INFO"** Report. There will be one **"ZERO COUNT"** per ballot style. Examine the **"ZERO COUNT"** reports making sure all candidates and propositions are correct and the vote count is zero. Sign each **"ZERO COUNT"** report, for your precinct, and retain per the Election Authority instructions.

Zero Count

GENERAL ELECTION
 LIBERTY COUNTY, ILLINOIS
 JULY 5, 2016

Election Date: Tue Jul 05, 2016
 Report Printed: Tue Jul 05, 2016 01:47:59 AM
 Software Version: 1.3.3
 OS Version: OVO OS ver. 1.1.00
 Machine Name: UVS000034
 Diagnostics: Passed

Election ID: 102
 Election Version: 32.2.1

UNISYN DEMO ELECTION ANYWHERE COUNTY USA
 GENERAL ELECTION

Insert ballot page to
 add a new precinct

Done Print Copy

Protective Count: 126255 Public Count: 0

12. The "Insert ballot page to add a new precinct" screen opens. Press **"DONE."**

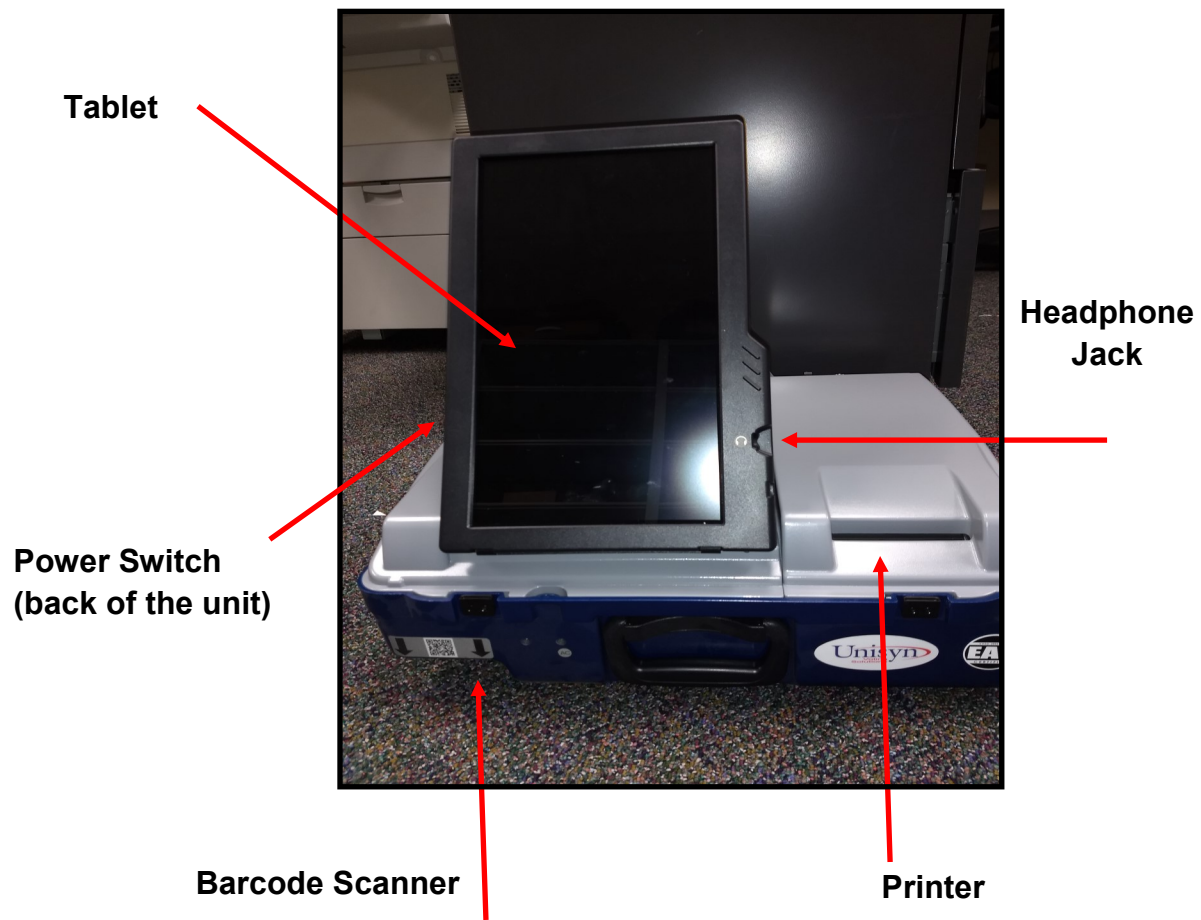
UNISYN DEMO ELECTION ANYWHERE COUNTY USA
 GENERAL ELECTION

Please insert
 paper ballot

Public Count: 0

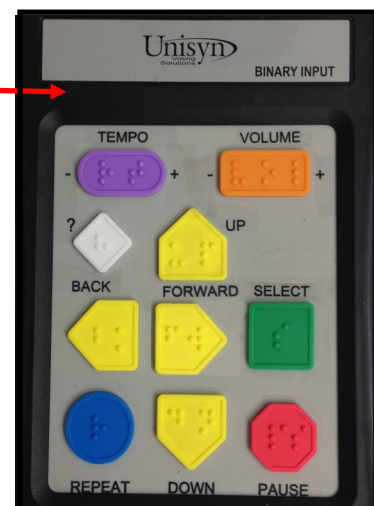
13. The Voting Screen appears stating: "Please insert paper ballot." The OVO Tabulator is now ready and ballots may be inserted.

UNISYN FVT TOUCHSCREEN DIAGRAM



Headphones

Keypad



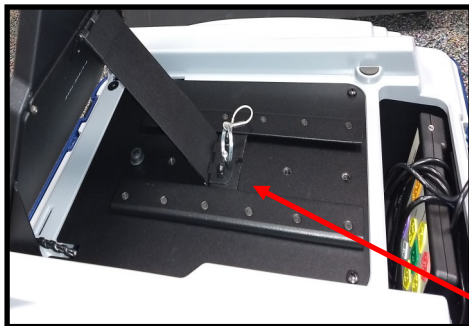
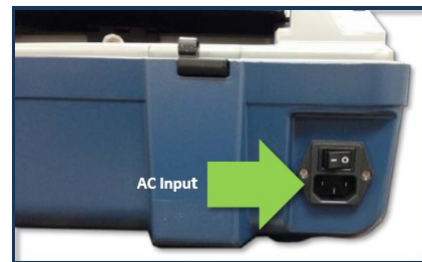
**IF YOUR COUNTY IS USING THE OVI
TOUCHSCREEN SKIP THIS SECTION.**

SETTING UP THE FVT TOUCHSCREEN



1. Locate the FVT Touchscreen case and place it on a flat level surface. Unlock and remove the case cover. Set the cover aside in a safe location to prevent it from becoming lost or damaged.

2. The FVT Touchscreen uses one power cord. Plug the cord into the back of the FVT Touchscreen machine and into the power source.



3. The tablet will be in a reclined position. Carefully lift the tablet and place in a comfortable position so the voters can easily read the screen.

4. To lock the kickstand into place, push the kickstand pin through the hole in the kickstand's slide and into the electrical cover.

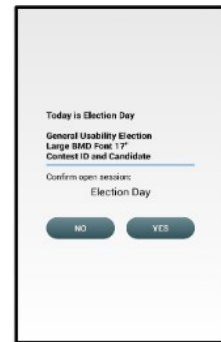
5. Remove the keypad and headphones from the compartment behind the tablet. Place the keypad beside the FVT Touchscreen. Plug the headphones into the FVT screen on the right hand side.

HEADPHONE
JACK

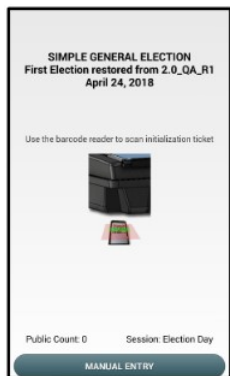


6. Power on the FVT Touchscreen by toggling the switch so that the “I” is in the down position. (I is on and O is off).

7. The **ELECTION DAY SCREEN** opens asking for Confirmation that it is Election Day. Press “YES.”



8. An “**OPEN REPORT**” will print. Sign and keep with your precinct records.



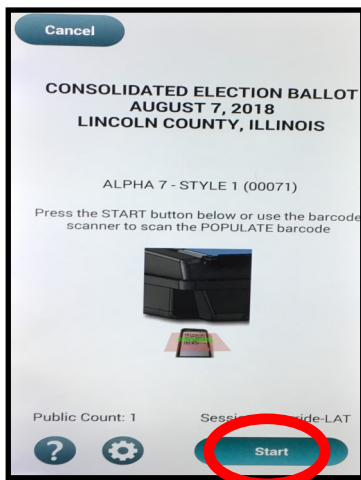
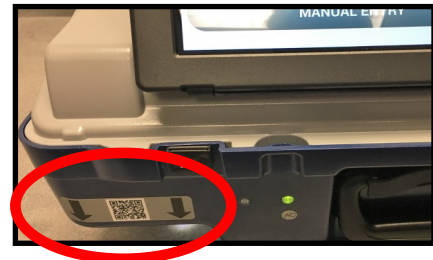
9. The **WELCOME SCREEN** will open. The FVT Touchscreen is ready for voting.

PREPARING THE FVT TOUCHSCREEN FOR VOTERS

Initiating a voting session on the FVT Touchscreen will depend on the requirements of the Election Authority. A session can be started by a **Barcode** or **Manual Entry**.

BARCODE:

1. Scan the correct precinct and ballot style barcode provided by the Election Authority underneath the scanner. You will find the voter's correct ballot style number on their Application to Vote. If the election is a Primary, choose the correct barcode with not only the voter's **BALLOT STYLE** but also the **PARTY**.



2. The voter's precinct and ballot style will show up. Verify it is correct and the voter presses the **"START"** button to begin their voting session.

Use the barcode scanner to initialize a voting session for each voter using the FVT Touchscreen.

MANUAL ENTRY:



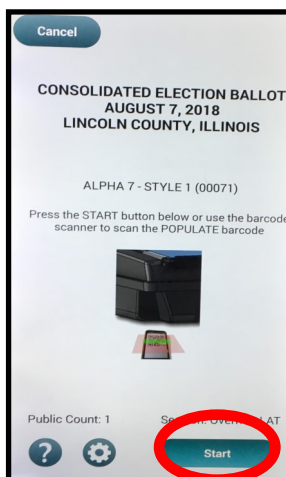
1. Press the **“MANUAL ENTRY”** button at the bottom of the **WELCOME SCREEN**.

2. The **PASSWORD ENTRY** screen opens. Type in the Election Password provided by the Election Authority. Press the **“ENTER”** button.



3. The **PRECINCT ID ENTRY** screen opens. Type the voter's correct Ballot Style Number (Ballot Styles are found on the voter's application). Press the **“ENTER”** button. For example, if a voter needs ballot style 56, type in 56 and press enter.

4. If the election is a Primary, press the voter's party.



5. The voter's precinct and ballot style will show up. Verify it is correct and the voter presses the **“START”** button to begin their voting session.

**Use the password to
initialize a voting session for each voter using the
FVT Touchscreen**

UNISYN OVI TOUCHSCREEN DIAGRAM

Touchscreen

Printer



Power Switch (back of the unit)



Headphones

Headphone Plug



Keypad

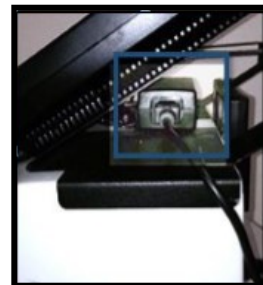
**IF YOUR COUNTY IS USING THE FVT
TOUCHSCREEN SKIP THIS SECTION.**

SETTING UP THE OVI TOUCHSCREEN

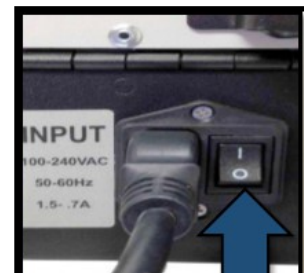
1. Remove the OVI Touchscreen device from the carrying case and place it in the designated ADA location.

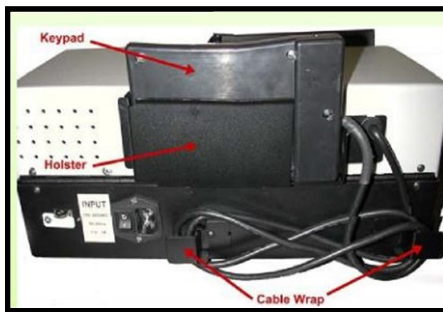


2. You will have 2 cords for the OVI Touchscreen. You will need to locate both cords: Plug one cord into the back of the OVI Touchscreen device and plug the other end into the power source. The second plug is located underneath the OVI Touchscreen display screen. Plug the cord into the unit at this location and into the power source.



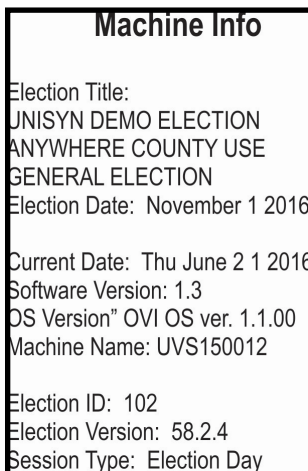
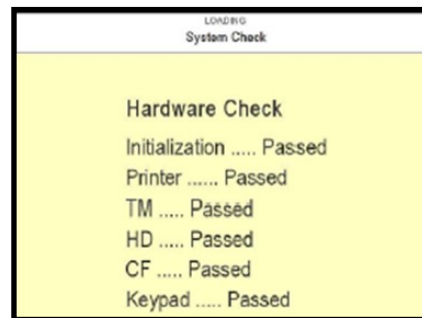
3. Power on the OVI Touchscreen by toggling the switch so that the "I" is in the down position. (I is on and O is off.)





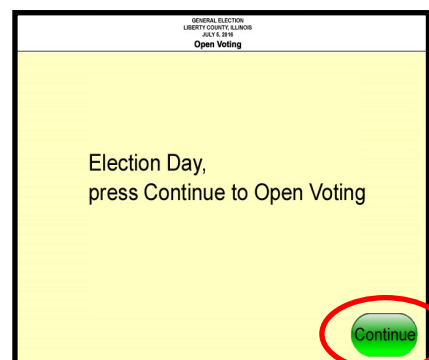
4. Remove the keypad from the keypad holster on the back of the unit and put it next to the OVI Touchscreen. Locate the headphones and plug them into the left hand side of the keypad labeled Headphones. Assist any voter who may require their use.

5. The OVI Touchscreen will go through a series of system verification tests to ensure it is working properly. This takes a few minutes. You can watch the progress of each test on the display screen. If an error message occurs during the system check, call your Election Authority.



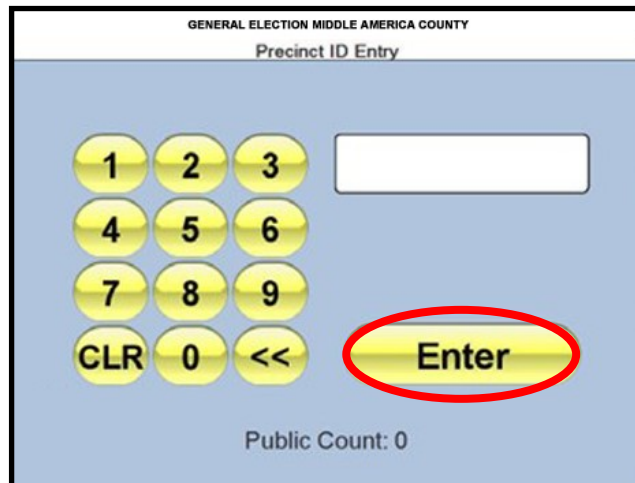
6. The OVI Touchscreen will print a “**MACHINE INFO**” Report. This Report should be retained with the precinct records.

7. The screen then asks you to confirm that it is Election Day. Press “**CONTINUE**” and an “**OPEN REPORT**” will print. Sign this report and keep with your “**ZERO COUNT**” report from the OVO Tabulator.



PREPARING THE OVI TOUCHSCREEN FOR VOTERS

1. At the Precinct ID Entry screen, enter the voter's correct Ballot Style number and press "**ENTER**" (Ballot styles are found on the voter's application). For example, if a voter needs ballot style 56, type 56 and press "**ENTER.**" If it is a primary, press the voter's party.



The screenshot shows a touchscreen interface for "GENERAL ELECTION MIDDLE AMERICA COUNTY". The title "Precinct ID Entry" is at the top. Below the title is a numeric keypad with buttons for digits 1-9, 0, and a double left arrow. There are also buttons for "CLR" and "Enter". The "Enter" button is highlighted with a red oval. To the right of the keypad is a white rectangular input field. At the bottom of the screen, it says "Public Count: 0".

2. The voter's precinct and ballot style appears followed by an instruction page. The voter can now press the start button and begin voting their ballot.

SUGGESTED PROCEDURES

SETTING UP THE POLLING PLACE

OATH OF OFFICE:

Election Judges will take the Oath of Office and put on their name tags.

COLLECT POLLWATCHERS' CREDENTIALS:

Accept and check the credentials of each Pollwatcher as he/she enters the polling place both before the polls open and throughout Election Day. Place Pollwatcher credentials in the appropriate envelope and return to the Election Authority at the end of the day.

ARRANGE THE POLLING PLACE:

Arrange the polling place to allow for an orderly flow of voters. The voting booths, OVO Tabulator, ballot box and Touchscreen voting device must be within the view of the Judges at all times. If portable booths are used, place them so that the entrance to each booth faces a wall to allow the voter more secrecy. The entrance to the Touchscreen voting device should also face a wall to allow the voter more privacy.

PLACE ONE SPECIALIZED PEN IN EACH BOOTH:

Exception: Some jurisdictions issue a specialized pen to each voter when the voter receives his or her ballot from the Ballot Distribution Judge.

DISPLAY ALL SIGNS:

Judges should display signs, sample ballots and instructions in the following manner or as instructed by the Election Authority:

1. POLLING PLACE SIGNS:

One sign for the door to indicate the entrance to the polling place.



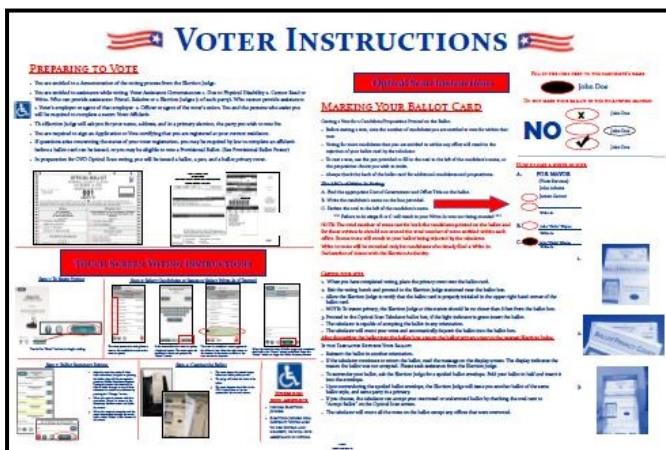
One sign at the street indicating the correct entrance to the polling place. This sign will be provided to you from your Election Authority, separate from your polling place supplies.

2. SAMPLE BALLOT:

For the General Primary and Consolidated Primary Elections, display inside the polling place sample ballots for each party and ballot style, nonpartisan candidates and referenda. For the General and Consolidated General Elections, display sample ballots of each ballot style both inside and outside the polling place.

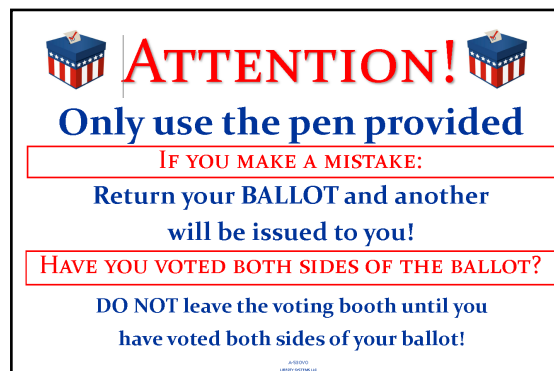
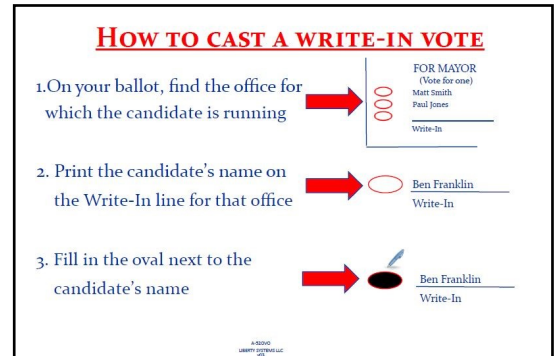
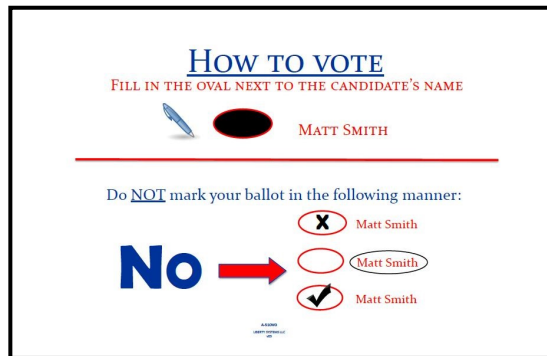
3. INSTRUCTIONAL POSTERS:

Place instructional posters (which include instructions for marking your ballot, touchscreen voting and casting a write-in vote) in and around the polling place.



4. INSTRUCTIONAL SIGNS:

Place one “HOW TO VOTE,” “HOW TO CAST A WRITE-IN VOTE” and “ATTENTION” instruction sign in each voting booth.



NOTE: IF YOU ARE SHARING A POLLING PLACE WITH ANOTHER PRECINCT(S) THEN YOU WILL ONLY HAVE 1 SET OF SIGNS TO HANG THROUGHOUT THE POLLING LOCATION

ELECTION JUDGE STATION SETUP

Each Election Authority sets up their polling site according to their needs. The stations shown below are only examples of ways to set up a location. Judges should follow instructions as given by their Election Authority when arranging their location but be sure to allow for an orderly flow of voters.

STATION 1 (Application Judge)

- Applications to Vote and ink pens
- Tabulator narrative sheet and demonstration ballot
- Touchscreen narrative sheet
- Dry Erase marker for demonstration ballots
- Kleenex to clean demonstration ballots
- Voters List (indicates voters who voted early or grace)
- “Start Here” sign

STATION 2 (Verification Judges – one from each political party)

- Scanned signatures or poll books
- Pens
- Affidavits

STATION 3 (Ballot Distribution Judge)

- Ballots and privacy covers
- Provisional Ballot materials (if provided)
- Red pens for initialing ballots
- Spindles for ballot applications
- Barcodes (if using the FVT Touchscreen)
- Spoiled ballot envelopes

STATION 4 (Ballot Box/Tabulator Judge)

- Ballot Box with OVO Tabulator
- I Voted Stickers

CHECK THAT THE BALLOT BOX IS EMPTY

Publicly open and display the empty ballot box to all present. The ballot box must then be closed and locked and remain locked until the polls close. Refer to Setting up the Ballot Box on page 11.

CHECK BALLOTS—DETERMINE DIFFERENT BALLOT STYLES

Check the OVO Tabulator ballots to make sure the precinct designation and the date are correct. The various ballot styles used in the precinct will be coded by numerical code. Familiarize yourself with the coding system. At the General Primary and Consolidated Primary Elections, different colors are for different party ballots.

COMPARE OFFICIAL OVO TABULATOR BALLOTS WITH SAMPLE BALLOTS OF EACH BALLOT STYLE

Compare the official ballots to the corresponding sample ballots for each ballot style. Check that the ballots are correct for that precinct and ballot type and that the candidates' names agree with those on the sample ballot.

SIGN THE CERTIFICATE OF INSPECTION

Sign the Certificate of Inspection (found in the container with the ballots) once you have determined that the ballot count and content are correct.

STATEMENT OF BALLOTS—OFFICIAL BALLOT RECORD FORM

Enter the date of the election, township and precinct number.

On line 1 enter the number of ballots you received from the Election Authority (if required by the Election Authority). Place the Statement of Ballots - Official Ballot Record in a secure location for use after the polls close.

STATEMENT OF BALLOTS OFFICIAL BALLOT RECORD	
DATE OF ELECTION _____	TOWNSHIP & PRECINCT _____
1. NUMBER OF BALLOTS RECEIVED FROM THE ELECTION AUTHORITY	
2. NUMBER OF SURRENDERED VOTE BY MAIL BALLOTS RECEIVED	
3. TOTAL NUMBER OF BALLOTS RECEIVED (total of 1 + 2)	

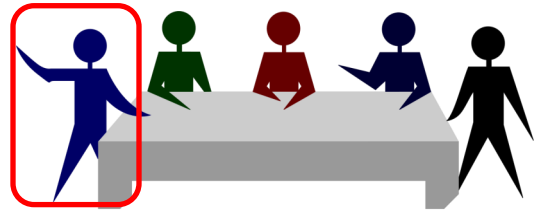
LOCATE BALLOT STYLE

The ballot style will appear either on the voter's preprinted application, the scanned signature roster, an electronic poll book or on a separate list. Determine where the coding appears and what the code represents in terms of which ballot type each voter will receive.

DECLARE THE POLLS ARE OPEN

Promptly at 6:00 a.m., one Judge states in a loud, clear voice that the polls are open.

STATION 1 (APPLICATION JUDGES)



1. **GENERAL PRIMARY & CONSOLIDATED PRIMARY ELECTIONS:**

Ask the voter to state his/her name, address and the party ballot he/she wishes to vote. **MARK THE APPLICATION INDICATING THE PARTY AFFILIATION REQUESTED BY THE VOTER.** A voter can vote for only one political party. In some areas, nonpartisan candidates or referenda appear in the Primary Election. A voter who wishes to vote only for the nonpartisan candidates and/or for referenda is not required to declare a party affiliation and may request a nonpartisan ballot only.

2. **GENERAL & CONSOLIDATED GENERAL ELECTIONS:**

Ask the voter to state his/her name and address. Locate the voter's Application to Vote.

If a voter with a disability requests assistance in voting, the Judge marks the "Assisted in Voting" square on the Application. The voter and the person giving assistance must read, complete and sign an Assisted Voter Affidavit and Oath of Assistance before the voter is allowed to vote. (See Assisting Voters with Disabilities on page 40.)

3. If the person's residence is outside the precinct boundaries, the Election Judge shall inform the voter of that fact. Depending upon specific instructions from the Election Authority, the Election Judges should:

- Provide the voter with the phone number for the Election Authority in order to locate the polling place assigned to that address **OR**
- Contact the Election Authority to obtain the address of the assigned polling place
- Instruct the voter that he/she must vote in the proper precinct.

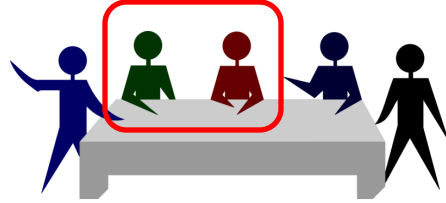
4. Check that the voter was not issued a Vote by Mail ballot, voted as an Early Voter or Grace Period Voter. The Election Authority will provide a list of all qualified voters. This list will indicate who has voted a Vote by Mail Ballot, Early Ballot or Grace Period Ballot. Make sure the voter's name is not listed showing they have already voted. **If the voter's name appears on the list as having voted, contact the Election Authority for instructions.**

5. Have the voter complete the application. The voter signs his or her name (and address if required) on the application or signature roster. Remember, all voters must complete an Application to Vote before being given a ballot.

6. Provide instruction to each voter. Give instructions in a manner that others in the polling place may observe.

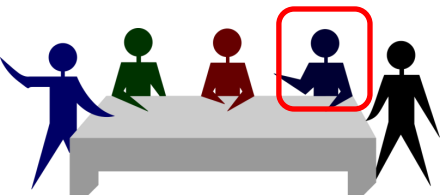
7. Pass the application to the Judges checking the signature verification record.

STATION 2 (VERIFICATION JUDGES)



1. Two Verification Judges, one from each political party, locate the voter's signature verification record. The verification record is an electronic poll book, a scanned signature roster or a pre-printed Application to Vote with the scanned signature of the voter.
2. The two Verification Judges compare the voter's signature and address on the ballot application to the signature and address on the verification record. Both the signature and address must be the same.
3. If an electronic poll book or a preprinted application is used, mark as follows:
General and Consolidated Primary:
"D" (Democrat), "R" (Republican) or "V" (Nonpartisan) OR
General and Consolidated General Election:
"V" (voted)
4. Determine the correct ballot style. Unless preprinted on the application, write the ballot style number in the appropriate space on the voter's application as directed by the Election Authority. Initial the application and return it to the voter, or pass to the Ballot Distribution Judge.
5. At 6:30 p.m. one of the Election Judges announces the polls will close in one half hour.
6. At 7:00 p.m. an Election Judge will announce the polls are closed. Any voter standing in line at the closing time is entitled to vote. Election Judges shall mark the last person in line at closing. This can be accomplished in any manner you choose or as directed by your Election Authority. If you have sufficient judges you can have a judge stand at the end of the line behind the last person entitled to vote.

STATION 3 (BALLOT DISTRIBUTION JUDGE)



1. Number the application and place it on the correct spindle. Beginning with the number “1”, the ballot applications are numbered consecutively and spindled in numerical order. In a Primary, number and spindle each party affiliation separately. You DO NOT separate applications according to ballot style (unless directed otherwise by the Election Authority). Place all ballot styles on the same spindle but separate by party affiliation for a Primary Election.

OFFICIAL POLL RECORD

↓
BEND POSTS TO CLOSE
↑

JUDGE'S SIGNATURE _____

JUDGE'S SIGNATURE _____

JUDGE'S SIGNATURE _____

JUDGE'S SIGNATURE _____

JUDGE'S SIGNATURE _____

JUDGES OF ELECTION SHALL PLACE APPLICATIONS TO VOTE IN THIS BINDER AND NUMBER CONSECUTIVELY AS VOTED

OFFICIAL POLL RECORD
LIBERTY SYSTEMS, LLC

BOOK _____ OF _____

OFFICIAL POLL
RECORD AND
SPINDLES

2. Check the application for the correct ballot style. If there is more than one ballot style, be sure to give the CORRECT ballot to each voter. If it is uncertain as to what ballot style to give a voter, provisional or otherwise, contact the Election Authority.

OFFICIAL BALLOT
BASEBALL COUNTY, ILLINOIS
NOVEMBER 4, 2020

GENERAL ELECTION
001
LIBERTY #1

FOR PRESIDENT AND VICE PRESIDENT OF THE UNITED STATES
(Vote for one)
○ THOMAS JEFFERSON (ABRAHAM LINCOLN)
○ JOHN F. KENNEDY (DWIGHT D. EISENHOWER)

FOR UNITED STATES SENATOR
(Vote for one)
○ FRANKLIN D. ROOSEVELT
○ JAMES THORPE

CONGRESSIONAL
FOR REPRESENTATIVE IN CONGRESS TENTH CONGRESSIONAL DISTRICT
(Vote for one)
○ WILLIAM RUSSELL
○ JOSEPH DIMAGGIO

LEGISLATIVE
FOR STATE SENATOR FORTY-FIFTH LEGISLATIVE DISTRICT
(Vote for one)
○ PEGGY FLEWING
○ ERNEST HEMINGWAY

REPRESENTATIVE
FOR REPRESENTATIVE IN THE GENERAL ASSEMBLY ONE HUNDRED AND SECOND REPRESENTATIVE DISTRICT
(Vote for one)
○ WILLIAM FAULKNER
○ JOHN STEINBECK

COUNTY
FOR COUNTY CLERK
(Vote for one)
○ SINCLAIR LEWIS
○ AMELIA EARTHART

FOR SHERIFF
(Vote for one)
○ ORVILLE WRIGHT
○ NEIL ARMSTRONGS

FOR CORONER
(Vote for one)
○ GEORGE WASHINGTON
○ FRANKLIN D. ROOSEVELT

COUNTY BOARD
FOR MEMBERS OF THE COUNTY BOARD DISTRICT ONE
(Vote for one)
○ JOHN ADAMS
○ SUSAN WALKER

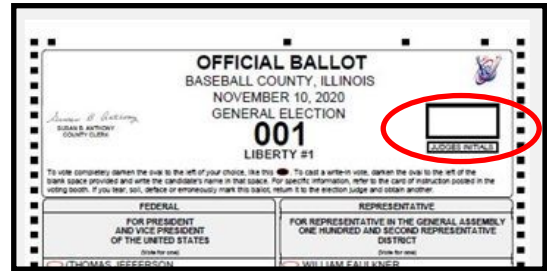
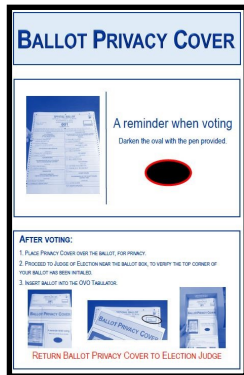
8-22-010

PRECINCT NAME AND
BALLOT STYLE

STATION 3 CONTINUED

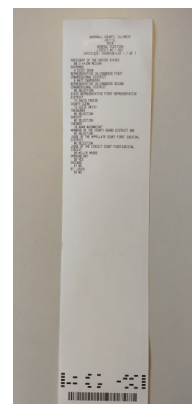
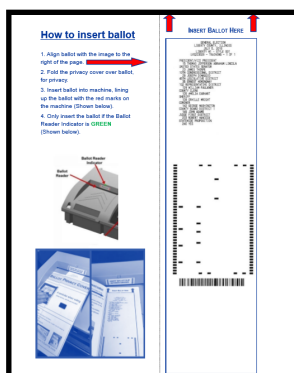
FOR VOTER'S USING A PAPER BALLOT:

- After spindling the voter's application, use a red pen to initial the appropriate ballot. Place the initials in the space provided on the ballot. Do not pre-initial ballot sheets.
- Hand the ballot and privacy cover to the voter and direct the voter to a voting booth. Show the voter how to place the ballot behind the privacy cover making it possible to see the Election Judge's initials.



FOR VOTERS USING THE TOUCHSCREEN:

- If a voter requires or requests the use of the Touchscreen, the Election Judge will escort the voter to the Touchscreen device. If you are using the OVI Touchscreen, the Election Judge will enter the proper precinct ballot style ID for that voter (Refer to page 24 for further instruction). If you are using the FVT Touchscreen, scan the barcode corresponding to the correct ballot style under the barcode reader or enter the correct ballot style manually (Refer to page 19 & 20 for further instruction). Again, this ballot style ID is provided on their ballot application.
- The Election Judge gives a short verbal presentation about the Touchscreen including the different devices the voter may operate. Determine, with the help of the voter, if any additional devices, such as headphones or the keypad, will be used for marking the ballot. Explain that once the voter is done voting a ballot the touchscreen will print out a ballot and this **MUST** be inserted into the OVO Tabulator in order for their ballot to count. Give the voter a ballot privacy cover for them to use after they print their ballot.
- If the headphones are required, plug them into the area indicated for head phones. The keypad is always plugged into the touchscreen.



Touchscreen
Ballot

STATION 3 CONTINUED

8. If a voter requests, a minor child may accompany their parent or guardian into the voting booth if the Election Judges determine that the child is not likely to disrupt or interfere with the voting process or influence the casting of a vote.

SPOILED BALLOT

If for any reason a voter spoils his or her ballot, the voter may return it to the ballot distribution Judge and get another ballot. Mark the "Spoiled Ballot" square on the Application to Vote. Give the voter the small Spoiled Ballot Envelope in order to secure the spoiled ballot. The voter returns this envelope to the Judges and you will provide the voter with another ballot of the same ballot style and party (if a Primary).

Number consecutively these Spoiled Ballot Envelopes and then place the sealed envelope into the larger Spoiled and Defective Ballot Envelope for return to the Election Authority.

The diagram illustrates the process of handling a spoiled ballot. It shows two envelopes: a smaller "YELLOW VOTER SPOILED BALLOT ENVELOPE" and a larger "YELLOW DEFECTIVE AND SPOILED BALLOT RETURN ENVELOPE". An arrow points from the smaller envelope into the larger one, indicating that the voter's spoiled ballot is placed inside the return envelope.

YELLOW VOTER SPOILED BALLOT ENVELOPE

VOTER:

PLACE YOUR **SPOILED BALLOT** IN THIS ENVELOPE & PLEASE RETURN TO THE JUDGE OF ELECTION

JUDGE OF ELECTION WILL ISSUE YOU ANOTHER BALLOT

JUDGES – PLACE IN THE SPOILED BALLOT ENVELOPE

YELLOW DEFECTIVE AND SPOILED BALLOT RETURN ENVELOPE

PRECINCT NAME AND NUMBER

JUDGES OF ELECTION SHALL SEAL IN THIS ENVELOPE

DEFECTIVE AND SPOILED BALLOTS

(BALLOTS DAMAGED OR SPOILED BY VOTERS BY ACCIDENT OR MISTAKE AND CANCELLED VOTE BY MAIL BALLOTS, RETURNED TO THE JUDGES AND REPLACED)

FROM THE _____ ELECTION HELD _____ (Insert Month, Day, Year)

THIS ENVELOPE IS FOR USE BEFORE 7:00 P.M. ONLY

NUMBER DEFECTIVE BALLOTS NUMBER SPOILED BALLOTS NUMBER CANCELLED BALLOTS

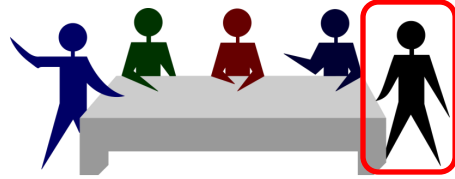
SIGN IN SPACE PROVIDED BELOW AND SEAL ENVELOPE AT THE END OF THE DAY.

(Judge's Signature) (Judge's Signature) (Judge's Signature) (Judge's Signature)

(Judge's Signature) (Judge's Signature) (Judge's Signature) (Judge's Signature)

(Judge's Signature) (Judge's Signature) (Judge's Signature) (Judge's Signature)

STATION 4 (BALLOT BOX JUDGE):



1. MAKE SURE NO ONE INTERFERES WITH THE VOTER:

The voting booths are to be clear of campaign literature. If no one is waiting to vote, the voter can remain in the booth for 10 minutes. If others are waiting to vote, the voter may remain in the booth for only 5 minutes.

2. EACH VOTER SHOULD PLACE THEIR VOTED BALLOT BEHIND A PRIVACY COVER:

If the voter has not placed their ballot behind a privacy cover, offer a cover to him/her. Instruct the voter to place the ballot behind the privacy cover in such a manner as to allow the Ballot Box Judge to see the Judge's initials.

3. CHECK THE BALLOT FOR THE INITIALS OF THE BALLOT DISTRIBUTION JUDGE:

Without removing the ballot from the privacy cover, make sure the Ballot Distribution Judge's initials are on the ballot sheet.

IN THE CASE OF BALLOTS VOTED FROM THE TOUCHSCREEN:

The Ballot Box Judge should initial the backside of the ballot in red prior to the voter placing the ballot into the tabulator, unless your Election Authority tells you otherwise.



If the voter has placed the ballot behind the Privacy Cover in such a way that the Ballot Box Judge cannot see the initials, instruct the voter to return to the booth and put the ballot behind the cover in the proper manner. If the initials are present, instruct the voter to insert the ballot into the entry slot of the tabulator.

A ballot cannot be deposited if it does not have a Judge's initials. The non-initialed ballot is "Spoiled" and then placed by the voter into the half-sized Spoiled Ballot Envelope. Follow instructions for a "SPOILED BALLOT" on page 34.

WHO MAY VOTE

QUALIFIED VOTERS:

There should be a signature verification record for every voter in the precinct. This record could be in the form of an electronic poll book, a scanned signature roster or a pre-printed application with a scanned signature. If the verification record exists and the person currently resides at the address on the record, the person is a qualified voter.

Registration records are sometimes misfiled. Search materials thoroughly before challenging the right to vote. If you believe the person is registered but you cannot locate a signature record, call the Election Authority to verify the registration.

WHO MAY NOT VOTE

THE FOLLOWING INDIVIDUALS MAY NOT VOTE AT THE POLLING PLACE:

1. Individuals who are **not** registered, and refuse the opportunity to register through Grace Period Voting.
2. Individuals who have moved OUTSIDE of their jurisdiction (County or Board of Elections) more than 30 days prior to the election, did not transfer their registration and refuse the opportunity to register in their new county through Grace Period Registration.
3. Individuals who have moved within their jurisdiction more than 30 days prior to the election, have not transferred their registration and refuse the opportunity to change their address with the Grace Period Registration; however, voters in this category are **still eligible to vote for federal offices only**, if there are federal offices on the ballot.
4. A voter applying to vote in the precinct on Election Day whose name appears on the list as having been issued a Vote by Mail, Early or Grace Period ballot and who admits to having voted by mail, early or grace period.
5. Non-registered veterans discharged from active duty more than 60 days before the election and who refuse the opportunity to register through Grace Period registration.

VOTER CODING:

All registered voter records contain codes indicating in which governmental units the voter is entitled to vote. This coding will appear either on the verification record or on a separate list of voters. The Election Authority will provide the Judges with information regarding the system of coding used and explain exactly what the code means in terms of which ballot style the voter is entitled to vote. The codes will correspond to the ballot styles in each precinct.

The Judges may find errors in coding. Usually the voter will bring these errors to the attention of the Judges. The Judges should contact the Election Authority or follow previously issued instructions from the Election Authority to correct any errors in coding. If a coding error exists, the voter may vote using a "Voter Affidavit" (Refer to page 37 for further instructions). Some jurisdictions request that voters complete an additional "Voter Code Correction" form.

AFFIDAVITS:

According to Illinois election law, an Affidavit is a sworn statement made in writing before an Election Judge. A person may be required to sign one or more Affidavits in addition to his regular application before receiving a ballot. These Affidavits may also require supporting Affidavits. A supporting Affidavit requires a witness to swear that he or she knows the challenged voter personally, knows the challenged voter to be registered in the precinct in which he or she is attempting to vote and knows that the challenged voter meets the legal requirements for voting and is entitled to vote. Examples of Affidavits are on page 83-85.

When a voter completes and signs an Affidavit, mark the "Voted by Affidavit" square on the application. Spindle all Affidavits and supporting Affidavits with the voter's application unless directed otherwise by the Election Authority.

VOTER REQUESTS CANCELLATION OF VOTE BY MAIL BALLOT:

If a voter wishes to cancel their Vote by Mail ballot, but does not have the ballot, they can complete a **Voter Affidavit** specifying the voter never received the Vote by Mail ballot. Another example that would require an Affidavit, would be if the voter completed and returned a Vote by Mail ballot and was informed that the Election Authority did not receive that ballot. If they surrender the Vote by Mail ballot, or a portion of a damaged ballot, they do not need to complete the Affidavit.

CHALLENGING A PERSON'S RIGHT TO VOTE:

WHO MAY CHALLENGE:

An Election Judge is obligated to challenge a person's right to vote if the Judge believes that the person is not a qualified voter. A Pollwatcher or any legal voter may also issue a challenge.

REASONS FOR A CHALLENGE:

The challenger must state a specific reason to challenge the person's right to vote. Some reasons for challenging include:

- The voter no longer resides at the given address.
- The person attempting to vote is not the same person as registered.
- The voter has already voted.
- There is no record that the person is registered.

DECIDING A CHALLENGE/RIGHT TO APPEAL:

The Judges act as a board in deciding a challenge. A majority of the Judges determine whether to overrule or sustain a challenge. If a majority of the Judges overrule the challenge (do not agree with the challenger), the voter should be given a ballot. If a majority of the Judges sustain the challenge, (agree with the challenger) the voter is informed of his or her right to receive a Provisional Ballot (refer to Provisional Voting on page 38).

A VOTER CAN ALWAYS PROVIDE CORRECT IDENTIFICATION AND REGISTER UNDER GRACE PERIOD REGISTRATION AND VOTING.

BEFORE ISSUING A PROVISIONAL BALLOT CONTACT YOUR ELECTION AUTHORITY

PROVISIONAL VOTING

WHO MAY VOTE A PROVISIONAL BALLOT:

A person who claims to be a legally qualified registered voter in the precinct in which he/she seeks to vote, is entitled to cast a Provisional Ballot under one of the following seven circumstances:

1. The voter's name does not appear on the official list of eligible voters for the precinct in which the person seeks to vote. The voter is refusing an opportunity to register at the polling location or another grace period registration site.
2. The voter's voting status has been challenged and a majority of the Judges agree. A challenge may be made by an Election Judge, Pollwatcher or another voter.
3. The voter registered to vote by mail and was required to show identification when voting in person or by early voting and the voter did not provide such identification.
4. A court order extended voting hours beyond 7:00 p.m.
5. The voter's name appears on the list of early voters, but voter claims not to have voted.
6. The voter received a Vote by Mail ballot but did not return it to the Election Authority.
7. The voter attempted to register to vote on Election Day, but failed to provide the necessary documentation.

PROCEDURES FOR CASTING A PROVISIONAL BALLOT

1. An individual who is eligible must be informed of their right to vote provisionally.
2. If the Election Authority authorizes the Provisional Ballot, provide the voter the following:
 - Application to Vote
 - Provisional Voter Affidavit
 - Provisional Ballot Envelope
 - Correct ballot
 - Written instructions

If you are not sure as to what ballot style to give the voter, contact the Election Authority.

3. The Election Judge signs the Affidavit and checks the box on the Affidavit correctly stating the reason why the person is voting a Provisional Ballot. The original Affidavit goes in the self adhesive, clear plastic packing "Provisional Voter Envelope" with a copy of the completed Affidavit given to the voter.
4. The Election Judge must accept any information provided by the person casting the Provisional Ballot supporting his or her claim that he or she is a duly registered voter and qualified to vote in the election. Place this information in the clear packing area of the envelope.
5. The voter will vote the ballot, place it in the "Provisional Ballot Envelope", seal the envelope and return it to the Election Judges. Insert all "Provisional Ballot Envelopes" into a separate securable container provided for sealing Provisional Ballots only. Keep all Provisional Ballots cast after 7:00 P.M. by court order separate from other Provisional Ballots. **DO NOT INSERT ANY PROVISIONAL BALLOTS INTO OVO TABULATOR.**
6. The written instructions provided to the voter shall state how, after the election, the Election Authority may determine if the Provisional Ballot counted, or if the Provisional Ballot did not count, the reason that it did not count.
7. Upon the closing of the polls, return this unopened, sealed, secured container of Provisional Ballots to the Election Authority along with other election supplies.

**MAKE SURE PROVISIONAL BALLOTS ARE NOT
INSERTED INTO THE OVO TABULATOR!**

ASSISTING VOTERS WITH DISABILITIES

A voter with a disability is a voter who is physically unable to mark his or her ballot. **A person who is intoxicated does not qualify as disabled and cannot receive assistance.**

WHO MAY RECEIVE ASSISTANCE:

There are only two groups of people who may receive assistance:

- A person whose physical disability won't allow them to mark a ballot by themselves.
- A person who is blind.

Before giving assistance, mark the appropriate square on the ballot application. Anyone giving assistance must cast the vote as directed by the voter and shall not give information as to how the voter cast his or her vote.

GIVING ASSISTANCE:

Assistance is the actual marking of the ballot sheet by selected individuals in the privacy of the voting booth. Provide assistance only upon the voter's request.

The voter completes the Voter Affidavit found in the blue affidavit binder.

VOTER AFFIDAVIT—FRONT SIDE
(SALMON FORM)

VOTER AFFIDAVIT—BACK SIDE
(SALMON FORM)

WHO MAY ASSIST:

A voter may receive assistance to vote because of blindness, disability or inability to read or write. Assistance is by a person of the voter's choice, other than the voter's employer or agent of that employer or an officer or agent of the voter's union. If a voter so chooses, a candidate or precinct committee person may provide assistance on Election Day. Provide the above information to all voters requesting assistance. Should the voter not specify a person to assist in voting, two Judges shall assist the voter, one from each political party. Judges should select prior to opening of the polls which two (one Democrat and one Republican) Judges shall give assistance to voters. Anyone giving assistance must sign the Oath of Assistance.

SUPPORTING AFFIDAVIT—FRONT SIDE
(GREEN FORM)

SUPPORTING AFFIDAVIT—BACK SIDE
(GREEN FORM)

ASSISTING THE ILLITERATE VOTER:

An illiterate voter is a qualified voter who cannot read or write English sufficiently to cast his or her ballot. Before receiving assistance, the voter either signs his or her name or makes his or her mark on the Voter Affidavit. Before giving assistance, the individual giving assistance must also sign the Oath of Assistance.

THEY NEED TO PROVIDE 2 ACCEPTABLE FORMS OF ID:

Driver's License or State ID

Utility Bill

Bank Statement

Government Check

Paycheck

Lease or contract for residence

Student ID & mail addressed to address of
residence

Other government document

They must show name and address documentation that match the records.

SUGGESTIONS FOR COMMON COURTESIES AND GUIDELINES:

1. Judges should be considerate of the extra time it might take for a person who has a disability to get things done and give unhurried attention to a person who has difficulty speaking.
2. Judges should speak directly to the person who has the disability rather than to a companion.
3. Judges should speak calmly, slowly and directly to a person that you believe to be hearing impaired. Your facial expressions, gestures and body movements help in understanding. Do not shout or speak in the person's ear. If full understanding is doubtful, write a note to the person.
4. Before pushing someone in a wheelchair, ask if you may do so and how you should proceed.
5. Judges should greet a person who is visually impaired by verbally letting the person know who and where you are. Provide a guiding device such as a ruler or card for signing forms. When offering walking assistance, allow the person to take your arm and tell him or her if you are approaching steps or inclines.
6. Admit dogs that assist people with disabilities into all buildings. Such dogs are highly trained and need no special care other than that provided by the owner. Never distract, pet or feed the dog.
7. Federal law allows voters with disabilities to receive the assistance of another person in the voting booth.
8. Remember that all voters deserve courteous attention when exercising their right, as citizens to vote.

INACCESSIBLE POLLING PLACES (ALSO KNOWN AS “CURBSIDE VOTING”)

A disabled or elderly voter, who cannot enter a polling place due to the structural features of the building, may request to vote outside the polling place. The Election Authority should receive a request no later than the close of business on the day before the election. The Election Authority must notify the appropriate Election Judges of the names of those individuals making such a request.

Two Judges, one from each political party, deliver an application to the voter. The verification Judges receive the completed application. The Verification Judges verify the voter's signature and address and determine that the individual is qualified to vote. The Judges provide a ballot and a portable voting booth (or enclosure) to allow the voter to mark his or her ballot in secrecy.

In no case shall a ballot be delivered to a voter beyond 50 feet from the entrance to the building in which the polling place is located. After the voter has voted, the two Judges take the ballot (keeping it behind the privacy cover) back to the polling place and deposit it into the tabulator.

BALLOT MARKS

VALID MARKS:

A mark is an intentional darkening of a designated area on the ballot. The tabulator uses a "darken the oval" type marking therefore a valid mark is one which fills in a pre-printed red oval on the ballot. The OVI Touchscreen uses an "X" to mark a candidate or issue. Therefore, a valid mark on the OVI Touchscreen is an "X." The FVT Touchscreen will fill in the circle. Polling place Instruction Cards provide instructions on the proper way to mark a ballot.

IDENTIFYING MARKS:

Any mark placed anywhere on the ballot which might possibly identify it from other ballots or furnishes a means of evasion of the law relative to secrecy, is an "identifying mark."

ASSISTING THE VOTER WITH THE OVO TABULATOR

Instruction means demonstrating to the voter in full view of everyone in the polling place the proper method of marking the ballot. Use a demonstration ballot to instruct the voter in the following manner. You should not use an official ballot for demonstrations.

[illegible]

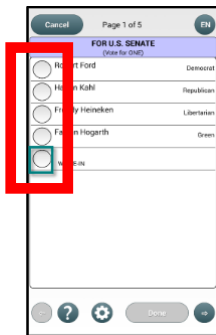
DEMONSTRATION BALLOT

1. The pen provided is required to mark the ballot sheet in order for votes to record accurately. Tell the voter that smudges and stray marks may interfere with the proper counting of the ballot. Under no circumstances may a Judge indicate how to vote for a particular candidate or influence the voter in any way.
2. Tell the voter not to vote for more candidates than the number indicated for each office on the ballot sheet. Let the voter know if there are candidates on both sides of the ballot.
3. If the voter makes a mistake, makes a stray mark or damages the ballot, he or she can return the spoiled ballot to the Judges and receive a new ballot.
4. The voter places the voted ballot behind the Privacy Cover in such a manner as to allow viewing of the Election Judge initials.
5. If the voter requests instruction on how to complete a write-in vote, point out the space on the ballot provided for write-in votes and explain what is required for a write-in vote to be valid.

IF YOUR COUNTY IS USING THE OVI TOUCHSCREEN
SKIP THIS SECTION.

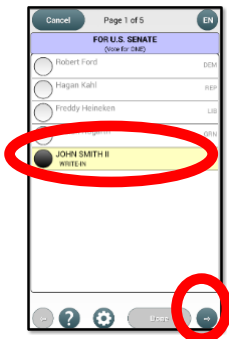
ASSISTING THE VOTER WITH THE FVT TOUCHSCREEN

The FVT Touchscreen ballot will contain all contests the voter is eligible to vote on. If a write-in is allowed for a contest the voter will have the option to enter the write-in candidate.



1. After pressing the “**START**” button, the voter presses the circle next to the name of the candidate they wish to vote for or the write-in option.

2. If the voter selects the write-in option, a keyboard opens. The voter types the candidate’s name and presses the “**ENTER**” button.

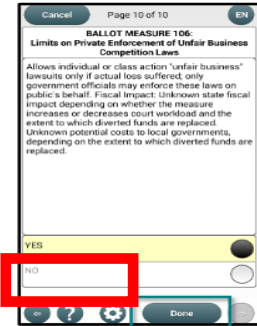


3. The write-in candidate’s name appears in the write-in box.

Press the right arrow button at the bottom of the screen to move to the next contest or measure. The voter may also use their finger to “SWIPE” forward or backward through their ballot.

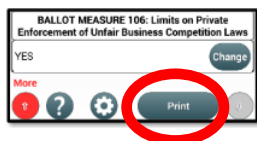
4. A voter cannot overvote any race. If they make an incorrect selection, they must deselect their current option and reselect the correct choice. Once the voter has viewed every contest the **“DONE”** button will be enabled. If a voter has not viewed all contests the **“DONE”** button will not be enabled.

5. Press the **“DONE”** button to begin the **BALLOT SUMMARY REVIEW**.



6. After the voter has made all their ballot selections, they will be prompted to perform a **BALLOT SUMMARY REVIEW**. During the review the voter will be able to make changes to any of their selections or correct an undervote, by clicking the **“CHANGE”** button next to the contest they wish to change. All races that a voter has skipped or undervoted will be shown in bright red. This is to alert the voter to a potential error.

7. If making any changes, the voter must press **“DONE”** to return to the **SUMMARY REVIEW** screen and finish the review.



8. When the voter has reviewed the entire ballot, the **“PRINT”** button is enabled. The voter presses **“PRINT”** to print the paper ballot.

9. The voter places the printed paper ballot into a privacy cover, allowing for the Judge to be able to put their initials on the backside of the ballot (unless directed otherwise by your Election Authority) and deposit the ballot in between the two red arrows on the OVO Tabulator in order for the ballot to be cast.



FVT KEYPAD FUNCTIONALITY



1. **TEMPO CAPABILITIES:**
The keypad has a button to increase or decrease the tempo of the audio. The **purple** button at the top left side of the keypad allows the voter to **speed up or slow down** the play of the audio.
2. **KEYPAD VOLUME CAPABILITY:**
The keypad has a button to increase or decrease the volume of the audio. The **orange** button at the top right side of the keypad allows the voter to **increase or decrease the volume** of the audio.
3. **DIRECTIONAL BUTTONS:**
Directional buttons are used to navigate through the ballot screen.

The **right yellow** button moves the voter **forward** through the contest list.

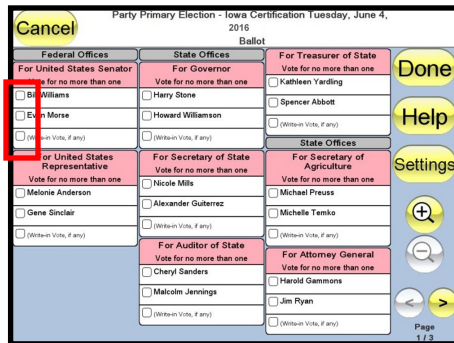
The **left yellow** button moves the voter **backward** through the contest list.

The **yellow up** button and **yellow down** button **cycles** the voter through the candidates available for the contest.
4. **SELECT BUTTON:**
Will allow a candidate or object to be selected. The **green** button will **allow** voters to **select** a specific candidate or answer to a question.
5. **REPEAT BUTTON:**
The Repeat button will allow the last sentence read on the screen to be repeated. The **blue** button will **repeat** the last sentence read on the screen. It will also **restart** the **audio** when **manually paused**.
6. **PAUSE BUTTON:**
The Pause button stops the audio function. The **reddish** button will **stop** the **audio** function. To restart the session, press the blue **REPEAT** button.

When entering a write-in candidate, the yellow directional buttons will move through the keypad alphabetically.

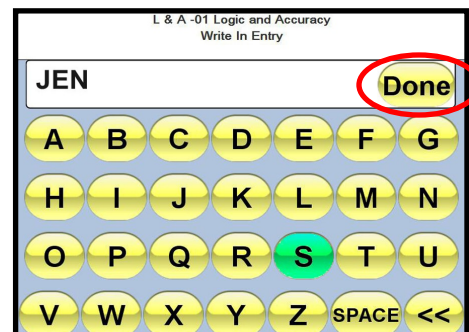
IF YOUR COUNTY IS USING THE FVT TOUCHSCREEN
SKIP THIS SECTION.

ASSISTING THE VOTER WITH THE OVI TOUCHSCREEN



1. After pressing the “**START**” button, the voter presses the square next to the name of the candidate they wish to vote for or the write-in option. Use arrows in the bottom right corner to navigate forward or backward through the ballot.

2. If the voter selects the write-in option, a keyboard opens. The voter types the candidate’s name and presses the “**DONE**” button. The voting screen returns, and your write-in candidate appears for that race.



3. A voter cannot overvote any race. If they make an incorrect selection, they must deselect their current option and reselect the correct choice. Once the voter has viewed every contest the “**DONE**” button will be enabled. If a voter has not viewed all the contests the “**DONE**” button will not be enabled.

Primary Election September 18, 2016
Election ID 210
Ballot Summary

President of the United States
Please Select One Candidate
SAMUAL RICHARDS

US District Attorney
Please Select One Candidate
No Selection

US Judge
Please Select Three Candidates
SHERRY TALBERT
JOHNSON "JOHN" PETERS
LYLE CHARLES

Page 1 / 3

4. Press the **"DONE"** button to begin the **BALLOT SUMMARY REVIEW**. During the review the voter will be able to make changes to any of their selections or correct an undervote by clicking the race to change their vote. All races that a voter has skipped or undervoted will be shown in bright red. This is to alert the voter of a potential error.

5. When the voter has reviewed the entire ballot, the **"PRINT"** button is enabled. The voter presses the **"PRINT"** button to print the paper ballot.

Primary Election September 18, 2016
Election ID 210
Ballot Summary

President of the United States
Please Select One Candidate
SAMUAL RICHARDS

US District Attorney
Please Select One Candidate
No Selection

US Judge
Please Select Three Candidates
SHERRY TALBERT
JOHNSON "JOHN" PETERS
LYLE CHARLES

Page 1 / 3



6. The voter places the printed paper ballot into a privacy cover, allowing for the Judge to be able to put their initials on the backside of the ballot (unless directed otherwise by your Election Authority) and deposit the ballot in between the two red arrows on the OVO Tabulator in order for the ballot to be cast.

OVI KEYPAD FUNCTIONALITY



1. TEMPO CAPABILITIES:

The keypad has buttons to increase or decrease the tempo of the audio. The **light blue up arrow and dark brown down arrow** buttons at the top right side of the keypad allow the voter to **speed up or slow down** the play of the audio.

2. KEYPAD VOLUME CAPABILITY:

The keypad has buttons to increase or decrease the volume of the audio. The **reddish oval and black oval** buttons at the top left side of the keypad allows the voter to **increase or decrease the volume** of the audio.

3. DIRECTIONAL BUTTONS:

Directional buttons are used to navigate through the ballot screen.

The **right yellow** button moves the voter **forward** through the contest list.

The **left pink** button moves the voter **backward** through the contest list.

The **blue up** button and **gray down** button **cycles** the voter through the candidates available for the contest.

4. SELECT BUTTON:

The Enter Button will allow a candidate or object to be selected. The **middle green** button will allow voters to **select** a specific candidate or answer to a question.

When entering a write-in candidate, the directional buttons will move through the keyboard alphabetically.

Ballot Entitlement Chart

CIRCUMSTANCE OF VOTER	REQUIRED FORMS OR ACTION	BALLOT TYPE THE VOTER IS QUALIFIED TO VOTE
Registered voter who is registered at the correct provided address listed on your verification forms (Poll book or Application to Vote).	Application	Voter is qualified for a full ballot at his/her polling place or any designated Early Voting site.
Registered voter who moved <u>MORE</u> than 30 days (prior to the cutoff date) <u>WITHIN</u> the Jurisdiction and did not transfer his/her registration.	Registration is required through Grace Period Registration and Voting. *	Voter is <u>NOT</u> qualified for a ballot; <u>UNTIL</u> the voter registers to vote through Grace Period Registration and Voting at one of the designated locations. *
Registered voter who moved <u>MORE</u> than 30 days (prior to the cutoff date) <u>OUT</u> of the Jurisdiction and did not transfer his/her registration.	Registration is required through Grace Period Registration and Voting in their new county.*	Voter is <u>NOT</u> qualified for a ballot; <u>UNTIL</u> the voter registers to vote through Grace Period Registration and Voting at one of the designated locations. *
Registered voter who moved <u>WITHIN</u> 30 days (between the cutoff date and election) <u>OUT</u> of his/her precinct <u>but still resides in the State</u> , and did not transfer registration	Application and Voter Affidavit	Voter is qualified to vote a full ballot in his/her old polling place <u>OR</u> the voter may update their registration through Grace Period Registration and Voting at one of the designated locations and cast a ballot for the districts and offices designated for the new address. *
Registered voter who moved <u>DURING</u> the 27-day period between the cutoff date and election day in the same precinct.	Application and Voter Affidavit	Voter is qualified to vote a full ballot; <u>OR</u> the voter may update their registration through Grace Period Registration and Voting at one of the designated locations and cast a ballot for the districts and offices designated for the new address. *
Registered voter who changed his/her name before the election, still resides <u>IN THE SAME PRECINCT</u> , is otherwise qualified, and did not update their registration information.	Application and Voter Affidavit	Voter is qualified to vote a full ballot at his/her polling place or designated early voting site.
Registered voter who changed his/her name before the election, <u>MOVED OUTSIDE OF HIS/HER PRECINCT</u> , and did not transfer or update their registration information.	Registration is required through Grace Period Registration and Voting. *	Voter is <u>NOT</u> qualified for a ballot; <u>UNTIL</u> the voter registers to vote through Grace Period Registration and Voting at one of the designated locations. *

Grace Period Registration and Voting in the Election Authority office, polling place or other designated locations require the voter to produce 2 forms of identification. For the valid types of ID refer to page 41.

AUTHORIZED INDIVIDUALS IN THE POLLING PLACE:

It is the responsibility of the Election Judges to permit only the following authorized individuals in the polling place:

- Election Judges assigned to the polling place
- Voters while voting
- Minor children accompanying their parent or guardian
- Authorized Pollwatchers upon submission of valid credentials
- Law enforcement officers acting in their official capacities
- Representatives of the Election Authority
- Representatives of the State Board of Elections
- Representatives of the offices of the State's Attorney and the Attorney General Offices

Precinct, ward and township committeemen, precinct captains, "checkers" and candidates have no official function in the polling place. To remain in the polling place, these individuals must have valid Pollwatcher credentials. Local election officials (municipal clerks, township clerks, etc.) must also have valid pollwatcher credentials in order to remain in the polling place.

POLLWATCHERS:

Candidates, political parties, qualified civic organizations, state nonpartisan civic organizations and organized groups of proponents for and opponents to a proposition on the ballot may appoint Pollwatchers. Pollwatchers may be present to observe the conduct of the election before the polls open, during the day and after the polls close. Provided the secrecy of the voter's ballot is secure, permit Pollwatchers to view all reasonably requested records relating to the conduct of the election.

POLLWATCHER AND CANDIDATE QUALIFICATIONS AND CREDENTIALS:

All Pollwatchers and candidates must be registered voters in the State of Illinois and have valid Pollwatcher credentials issued by the Election Authority or the State Board of Elections. Each Pollwatcher must surrender his/her credentials to the Election Judges when he/she enters the polling place. If an individual will not surrender his/her credentials, or if the credentials are not valid, the individual must leave. All credentials remain in the possession of the Judges and are returned to the Election Authority after the polls close.

**In order to be valid, Pollwatcher credentials must contain:
the following information:**

1. A real or facsimile signature of the Election Authority or State Board of Elections Chairman;
2. A real or facsimile signature of the candidate, state or local party chairperson, the presiding officer of a civic organization, chairperson from a group of proponents for or opponents to a proposition;
3. The Pollwatcher's signature, address and a statement proving the Pollwatcher is a registered voter at the address on the credentials.

NUMBER OF POLLWATCHERS:

The law limits the number of Pollwatchers allowed in the polling place at any given time. Individuals acting as Pollwatchers may come and go throughout the day as long as they sign in and out and do not interfere with the election process. Pollwatchers may substitute during the course of the day as long as the number of Pollwatchers in the polling place does not exceed the number allowed by law.

If the polling place becomes over-crowded with Pollwatchers and the situation interferes with the conduct of the election, a majority of the Judges may decide to limit the number of Pollwatchers by drawing lots. However, at least one Pollwatcher for candidates, political parties, civic organizations and organized groups of proponents for and opponents to a proposition are to remain in the polling place.

APPOINTING AUTHORITY	PRIMARY ELECTION	GENERAL ELECTION	EARLY VOTING
CANDIDATE	TWO	TWO	ONE
POLITICAL PARTY	ONE	TWO	ONE
QUALIFIED ORGANIZATION OF CITIZENS	ONE	ONE	ONE
PROponents AND OPPONENTS OF A BALLOT PROPOSITION	ONE	ONE	ONE
STATE NONPARTISAN CIVIC ORGANIZATIONS	ONE	ONE	ONE

RIGHTS OF THE POLLWATCHERS:

Pollwatchers are allowed in the polling place before the polls open, during the day, and after the polls close. If they leave and re-enter during the day, a Pollwatcher must sign in and out. If this action becomes a disruption to the conduct of the election, the Election Judges may take action.

Before the polls open, Pollwatchers may:

- Observe the set-up procedures and check that the ballot box is empty;
- Closely observe when the Judges compare the official ballots to the sample ballots.

During the day, Pollwatchers have a right to:

- Be near the Judges so that they may visually examine the voter's Application to Vote;
- Watch the voter feed the ballot into the tabulator; or watch the Judges (after the polls close) feed ballots that were placed in the auxiliary bin during the day;
- Compare the signature and address on the application with that on the signature verification record;
- Observe the general conduct of the election;
- Call the Judges' attention to any incorrect procedures or apparent violations of the Election Code;
- Challenge a person's right to vote (refer to "Challenging a Person's Right to Vote" on page 37);
- Pollwatchers may observe as the Judges periodically inspect the voting booths to make certain that the booths are clear of campaign literature.

After the polls close, Pollwatchers may:

- Observe the procedures for counting write-in votes;
- View all reasonably requested records relating to the conduct of the election unless the secrecy of the ballot is in question;
- Remain in the polls until all procedures are completed;
- Leave and re-enter only in case of necessity.

Pollwatchers may not:

- Be so close to the Judges that they interfere with the orderly conduct of the election;
- Be allowed to touch any election supplies;
- Influence a voter's candidate selections;
- Interfere with the secrecy of the voter's ballot.

OVO TABULATOR ERROR MESSAGE

BALLOT JAMMED **AFTER** CAST SPECIAL HANDLING REQUIRED

PROBLEM: The tabulator's screen shows an error message
"Ballot Jammed after Cast - Special Handling Required."

EXPLANATION: A ballot has jammed after being cast. The ballot needs to be retrieved from the Ballot Reader on the Tabulator and dropped into the ballot box.

STEPS TO TAKE:

1. If the ballot was ejected back to the voter, **DO NOT** re-insert the ballot into the Ballot Reader. This ballot has been cast. Proceed as outlined below. The election password might be required to be entered to continue.
2. Unlock the front of the Tabulator, pull the Tabulator forward and drop the voted ballot into the ballot box.

CONTINUE WITH VOTING

BALLOT JAMMED **BEFORE** CAST SPECIAL HANDLING REQUIRED

PROBLEM: The tabulator's screen shows an error message
"Ballot Jammed before Cast - Special Handling Required."

EXPLANATION: A ballot has jammed before being cast. The ballot needs to be retrieved from the Ballot Reader and re-inserted.

STEPS TO TAKE:

1. The ballot was ejected back to the voter. Have the voter look over the ballot to make sure there are not any erroneous marking errors.
2. Have the voter re-insert the ballot into the tabulator.

CONTINUE WITH VOTING

OVERVOTED AND UNDERVOTED BALLOTS REJECTED BY THE OVO TABULATOR

The following information pertains to ballots rejected by the tabulator with either an overvoted and/or undervoted race. Rejection of undervoted ballots will only occur in an election year with statewide constitutional candidates.

If the tabulator rejects a ballot, the following reasons could apply:

1. The ballot could contain a race where the voter voted for **MORE** candidates than allowable (an overvote).
2. The ballot could contain a race where the voter **DID NOT VOTE** for the full number of candidates allowable. **THIS SITUATION APPLIES ONLY WHEN A STATEWIDE CONSTITUTIONAL CANDIDATE IS ON THE BALLOT.**
3. Both (1) and (2) could apply.

If the tabulator rejects a ballot, it will tell you that a Ballot Alert has occurred. It will list the race and what is wrong with it (**NOT HOW THE VOTER VOTED**). Instruct the voter to look for the following on the tabulator screen:

- A. That a Ballot alert has occurred.
- B. What race could have an error.
- C. What the error could be.

1. **Overvote:** If a race has too many votes thus causing an over voted race, the voter can spoil the ballot and get a new one.

OR

The voter can ignore the overvoted office by overriding the ballot alert. Either the voter or a judge may be asked to check the box next to **“ACCEPT BALLOT”** on the screen. A message will appear, informing the voter, the over voted race will not be counted. The voter can now reinsert the ballot.

2. **Undervote:** If a race does not have the full number of allowable votes, the voter can mark the race with the additional allowable votes.

OR

The voter can ignore the undervoted office by overriding the ballot alert. Either the voter or a judge may be asked to check the box next to **“ACCEPT BALLOT”** on the screen. The voter can now reinsert the ballot.

- D. If a ballot is both undervoted and overvoted, the Tabulator will list all alerts in the order they appear on the ballot. The voter can change any, all or none of these races. If an alert pops up the voter can check the box next to **“ACCEPT BALLOT.”** The voter can now reinsert the ballot.

USING THE EMERGENCY (AUXILIARY) BALLOT BIN

If for any reason during the day the OVO Tabulator stops working, call the Election Authority. Do not remove the tabulator from the ballot box, leave the repairs for the technician or Election Authority. Follow the instructions below to continue collecting the completed ballots via the use of the “Emergency (Auxiliary) Ballot Bin.”



1. Turn the Ballot Box around so the Emergency (Auxiliary) Ballot Bin is accessible to all voters.

2. Instruct voters to drop the ballot into the Emergency (Auxiliary) Ballot Bin.



3. Once the OVO Tabulator is fixed leave the ballots in the Emergency (Auxiliary) Ballot Bin until after 7 p.m. After 7 p.m., the Judges will feed each ballot into the tabulator.

**THIS MUST BE DONE BEFORE CLOSING THE POLLS ON
THE OVO TABULATOR**

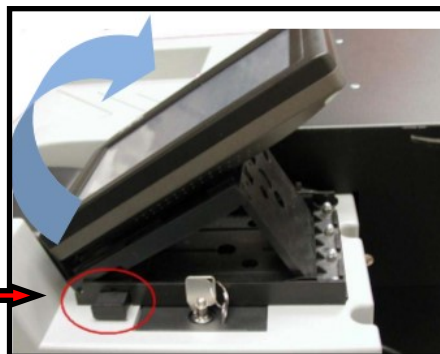
REPLACING THE PAPER ROLL

OVO TABULATOR

An on screen error message appears when the OVO Tabulator printer has run out of paper. If instructed to replace the paper roll, use the paper rolls that have been supplied for you. If not, call the Election Authority.

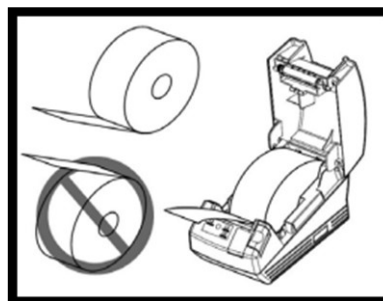
1. Lift the display screen, fold the kickstand against the back of the screen and lay the display screen down. Press and hold the button to the right side of the tabulator display screen to lift up.

Press and hold button.



2. Open the printer cover by pressing the cover-open lever on the bottom right side of the printer. Remove the used paper roll.

3. Insert the new paper roll with the paper feed coming up from the bottom (not hanging over the top). The paper feed end of the roll should face the front of the printer.



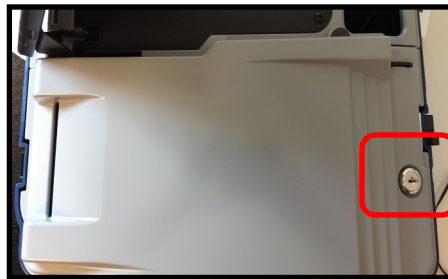
4. Pull out a small amount of paper and then close the cover. Press down on both sides of the cover to latch it securely. The printer will then reset by chopping off the paper. Remove the excess paper and throw away.
5. Put the display screen back into the operating position.

**IF YOUR COUNTY IS USING THE OVI TOUCHSCREEN
SKIP THIS SECTION.**

REPLACING THE PAPER ROLL FVT TOUCHSCREEN

An on screen error message appears when the FVT Touchscreen printer is out of paper. If instructed to replace the paper roll, use the paper rolls that have been supplied to you. If not, call the Election Authority before moving forward.

1. Use the blue key that has been provided to unlock the gray printer cover on the right side of the device. Remove this cover and set to the side.

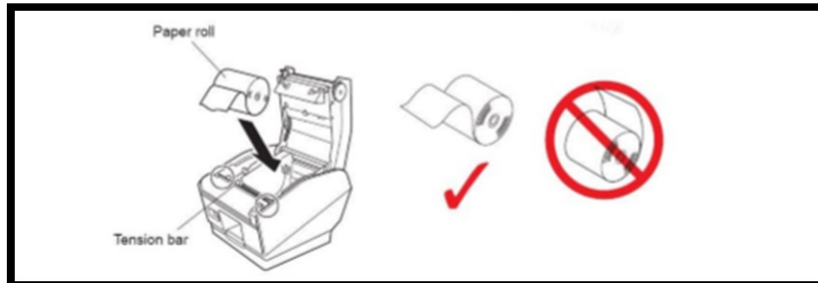


2. Open the printer lid by pressing the lever at the bottom right of the printer.



3. Remove the used paper roll.

4. Insert the new paper roll with the paper feed coming up from the bottom (not hanging over the top). The paper feed end of the roll should face the front of the printer.



5. Pull out a small amount of paper and then close the cover. Press down on both sides of the cover to latch it securely. The printer will reset by chopping off this small amount of excess paper. Throw the paper away.

6. Put the printer cover back on by inserting the front of the cover first, so the grooves lock into place. Using the blue key, lock the back of the cover into place.



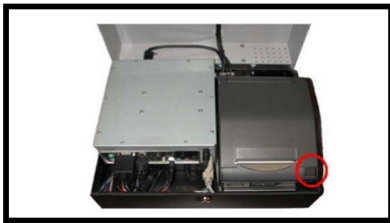
**IF YOUR COUNTY IS USING THE FVT TOUCHSCREEN
SKIP THIS SECTION.**

REPLACING THE PAPER ROLL OVI TOUCHSCREEN

An on screen error message appears when the OVI Touchscreen printer has run out of paper. If instructed to replace the paper roll, use the paper rolls that have been supplied for you. If not, call the Election Authority.



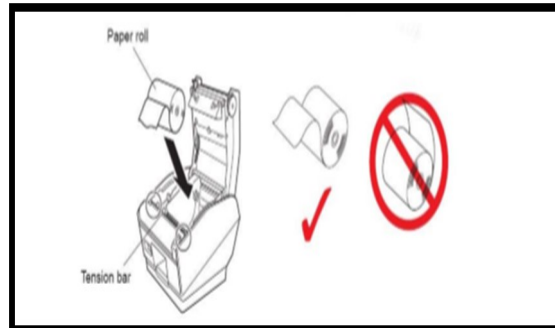
1. Open the OVI Touchscreen by removing the seal, and unlocking the case with the key provided. Lift the cover.



2. Open the printer cover by pressing the lever at the bottom right corner of the printer.

3. Remove the used paper roll.

4. Insert the new paper roll with the paper feed coming up from the bottom (not hanging over the top). The paper feed end of the roll should face the front of the printer.



5. Pull out a small amount of paper and then close the cover. Press down on both sides of the cover to latch it securely. The printer will reset by cutting off the excess amount of paper. Throw this paper away.

6. Close the OVI Touchscreen and lock it.

7. Place a new security lock on the front of the unit. These can be found in the supply bag (shown on page 94) in your precinct kit.

WRITE-IN VOTES

VALID WRITE-IN VOTES:

If the voter wishes to vote for a declared write-in candidate, the voter must completely fill in the oval next to the write-in line or press the oval on the Touchscreen. The voter then may write the name of the candidate in the space provided on the ballot or type the candidate's name on the Touchscreen device using the keyboard on the display screen.

In order for the write-in vote to be valid, the voter must:

1. Properly mark the ballot according to the instructions posted on the Instruction Card in the polling place. For a paper ballot, the voter must completely fill in the square next to the write-in line. For the Touchscreen, the voter must press the oval next to the write-in line.

AND

2. Write the name of the candidate in the space provided below the slated candidates for the office.

Election judges are to count **ONLY** write-in votes for those candidates who filed a "Declaration of Intent to be a Write-In Candidate."

The Election Authority will supply the Judges with a list of all candidates who have filed the proper "Declaration of Intent to be a Write-In Candidate." There is no statutory authority for posting of the "Declaration of Intent" in the polling place.

SPELLING:

In determining the validity of a write-in vote, the spelling of the candidate's name need not be exact as long as the intent of the voter can be determined. A **majority** of the Judges must agree as to the intent of the voter.

PRINTING OR WRITING THE CANDIDATE'S NAME:

Printing the name of the write-in candidate is just as valid as writing the name in script; however, the use of stickers or a rubber stamp by a voter does not constitute a valid write-in vote.

WRITE-IN TALLY SHEET

Locate the Write-In Tally sheet in the precinct envelope. Enter all valid write-in candidates' names in the Candidate Name column and their offices in the Office Name column. **AFTER THE POLLS CLOSE**, using the Write-In Report from the Tabulator "tally" the number of valid votes received for each candidate. Add the number of tally marks for each candidate and record that number in the Total Cast column. Fill out the left side of the sheet with all the correct election and precinct information and have **ALL** judges sign.

[illegible]

If there are NO VALID Write-In Votes, write “NONE” across the tally sheet, and fill out the left side of the sheet with all the correct election and precinct information. All judges must sign.

[illegible]

Include the Write-In Report with your other reports and return to the Election Authority (unless directed otherwise by the Election Authority).

MAKING DUPLICATE BALLOTS

DAMAGED BALLOTS:

If it is necessary to remake any damaged ballots, the duplicate ballot is to be marked the same as the original ballot.

Remake the ballot PRIOR to inserting it into the tabulator. If a ballot will not go through the tabulator and the voter is still present, spoil the ballot and reissue another ballot for the voter to complete.

REMAKING PROCEDURES:

Two judges, one from each political party, remake the spoiled or damaged ballot in the following manner:

1. Use an official ballot of the same ballot style and political affiliation.
2. Mark the duplicate ballot with the appropriate pen.
3. One Judge reads the candidate/referenda choices to be marked on the duplicate ballot while the other Judge marks the ballot.
4. Proof the duplicate ballot by exchanging duties. For example, the Judge who marked the ballot reads the names of the candidate/referenda choices marked.
5. Consecutively number each pair of duplicated ballots with a red pen. The first damaged ballot is marked "Damaged Ballot No. 1" and the corresponding duplicate ballot is marked "Duplicated Damaged Ballot No. 1." The next pair is marked "Damaged Ballot No. 2" and the corresponding duplicated ballot is marked "Duplicated Damaged Ballot No. 2." Continue the process until all duplicated ballots have been marked.
6. Use a red pen to initial both the original ballot and the duplicated ballot.
7. Place the original ballot in the envelope for Damaged and Spoiled Ballots and place the duplicated ballot through the OVO Tabulator.

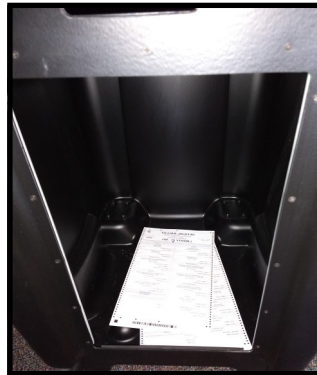
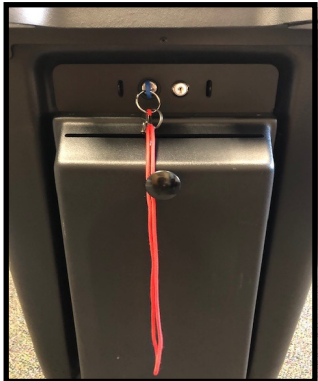
CLOSING THE POLLS BALLOT BOX:

1. Using the blue key, insert it into the right-side lock and unlock the Emergency (Auxiliary) Ballot Bin. If there are ballots in the bin these **MUST** be put through the OVO Tabulator **BEFORE** the Election is closed.



Lift the Emergency (Auxiliary) Ballot Bin after you check for ballots and lock it back in place.

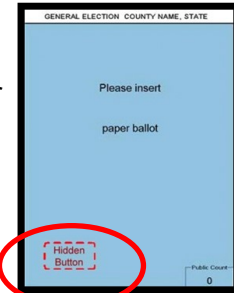
2. Using the blue key, insert it into the left-side lock and remove the Emergency (Auxiliary) Ballot Bin. You are now able to see the opening to the main ballot bin.



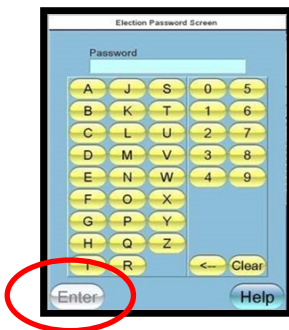
Take out all ballots and place them into the traveling case your Election Authority has instructed you to transport them in. This could be a white or brown paper box or a bag / suitcase. Lock the Emergency (Auxiliary) Ballot Bin back into place. Place the Return Case Seal on the box, bag or suitcase unless the Election Authority tells you otherwise. (Refer to page 81 for further instruction.)

CLOSING THE POLLS OVO TABULATOR:

1. Once all ballots have been removed from the Emergency (Auxiliary) Ballot Bin and run through the tabulator, check the public count in the lower right corner. This number should equal your number of Applications to Vote or your electronic pollbook count. If these numbers do not match, call the Election Authority before going any further. Then press the “**HIDDEN BUTTON**” on the lower left corner of the tabulator’s display screen. You will not see an actual button with the words, “Hidden Button.”

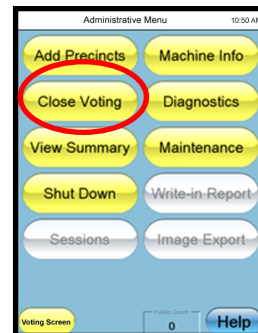


Public Count



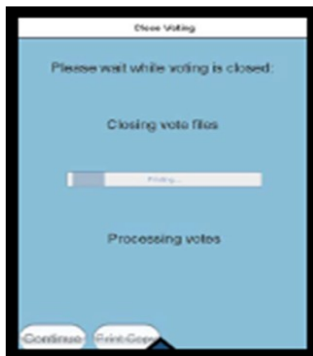
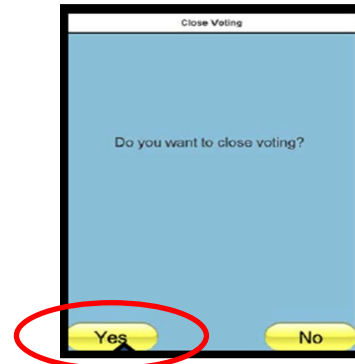
2. The **ELECTION PASSWORD SCREEN** will appear. Type in the election password, as provided by the Election Authority, and press “**ENTER.**”

3. The **ADMINISTRATIVE MENU** screen appears with various selections. Press “**CLOSE VOTING.**”



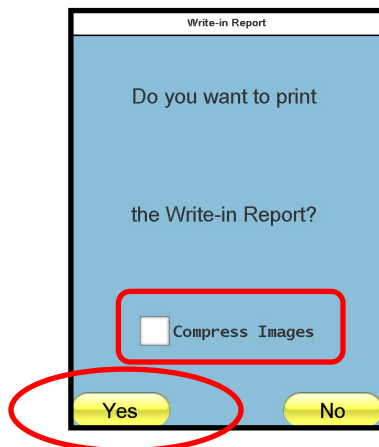
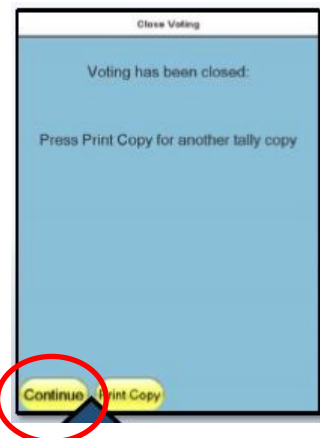
4. The **CLOSE VOTING** screen opens asking if you want to close voting. Press **“YES.”** The next screen will ask **“Are you sure?”** Press **“YES.”**

Once voting is closed, the OVO Tabulator is disabled from reading further ballots and the system cannot return to an open voting state.

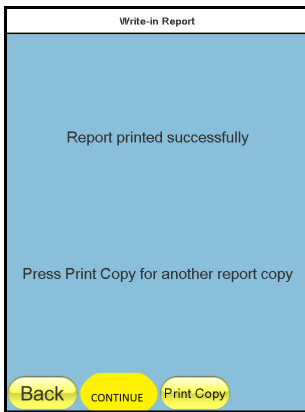


5. Wait a few minutes while the votes are processed. The **“ELECTION SUMMARY REPORT”** will print by precinct. All Judges should sign the Election Summary Report for their precinct.

6. A minimum of 2 copies are required of the Election Summary Report, press the **“PRINT COPY”** button for additional reports. When all copies have been printed, press the **“CONTINUE”** button on the left side of the screen.

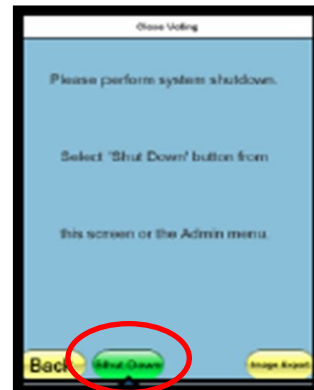


7. The **“WRITE-IN REPORT”** screen appears. Uncheck the box next to **“Compress Images”** and press **“YES.”** If there are no valid write-in races, this screen will not appear and continue to step 9.



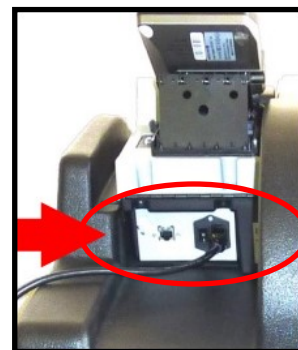
8. A screen will open asking if you want additional copies of the **WRITE-IN Report**. A minimum of two copies are required, press “**PRINT COPY**” to print additional copies. When you have finished printing all required copies, press “**CONTINUE**.”

9. The Close Voting screen appears and asks you to perform a system shut down. Press the “**SHUT DOWN**” button. The system will ask you again, “**Are you sure?**” press “**YES.**”



10. Wait 20 seconds for the screen to go black. To turn off the tabulator, toggle the switch so that the “**○**” is in the down position. (| is on and ○ is off.)

11. Remove the power cord from the power source and then from the plug in the back of the tabulator.



WARNING: COMPLETE THIS SECTION IF YOU HAVE BEEN INSTRUCTED TO REMOVE THE TM (TRANSPORT MEDIA) STICK FROM THE TABULATOR. IF YOU ARE NOT REMOVING THE TM STICK PROCEED TO THE TRANSPORT SECTION ON PAGE 71.

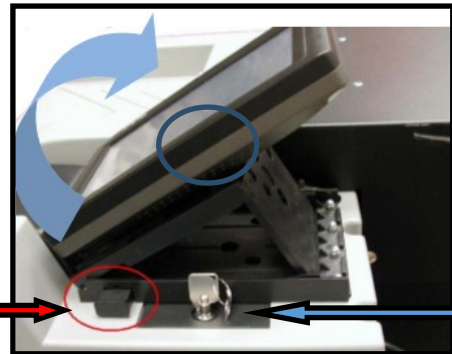
REMOVING THE TM STICK:



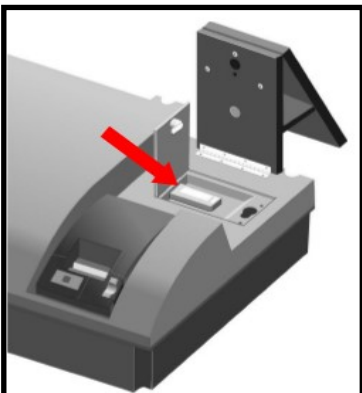
The TM Stick is the device which contains all your election data.

1. Once the Tabulator is powered off, press and hold the button on the right side of the screen. While holding this button, lift the screen to expose the TM Compartment. Break the security seal and use the barrel key to open the TM Compartment.

Press
Hold
Lift



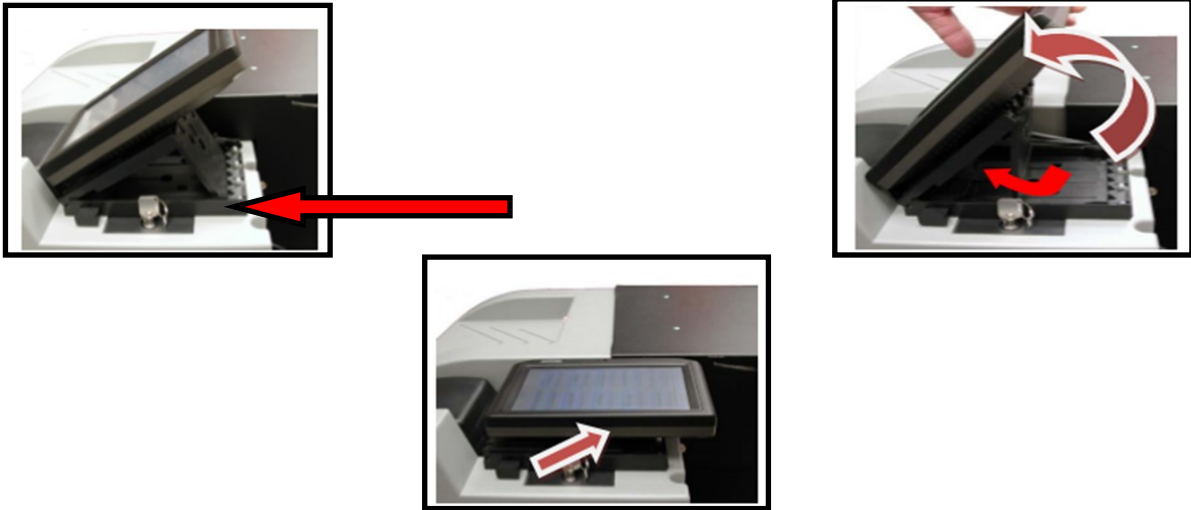
Use barrel key to
open TM
Compartment.



2. Gently pull to remove the TM. Place the TM Stick WHERE THE Election Authority has requested for transport. For example, an envelope. Put the TM Compartment lid back on the tabulator and lock it in place. Return the screen to the down position.

PREPARING THE OVO TABULATOR FOR TRANSPORT

1. If the kickstand is in the operating position, lift the display screen, fold the kickstand against the back of the screen. Lay the display screen down.



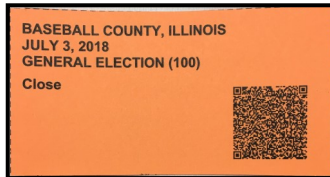
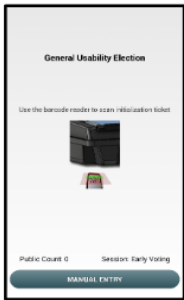
2. Unlock the Tabulator from the ballot box using the blue key provided then place the Tabulator into the bag provided and follow instructions from the Election Authority for returning your equipment.



IF YOUR COUNTY IS USING THE OVI TOUCHSCREEN
SKIP THIS SECTION.

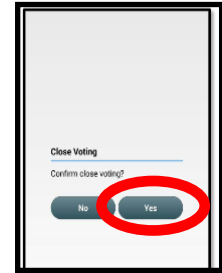
CLOSING THE POLLS FVT TOUCHSCREEN

BARCODE METHOD:



1. At the **“WELCOME SCREEN”** scan the **“ORANGE CLOSE”** barcode.

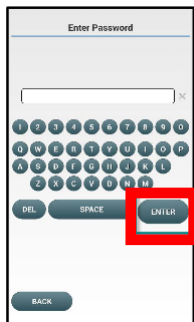
2. The **CLOSE VOTING** screen appears requesting confirmation to close voting. Press **“YES”** to continue with the closing process. A second confirmation will appear. Press **“YES.”**



3. The **CLOSE REPORT** will print. All Judges must sign the **CLOSE REPORT**. Keep with the open and zero reports. Now continue to Step 8 on page 73.

MANUAL METHOD:

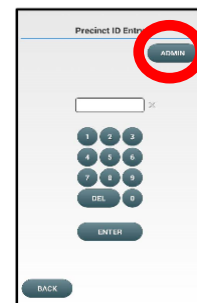
1. At the **WELCOME SCREEN** press the **“MANUAL ENTRY”** button.



2. Enter the Election Password provided by the Election Authority. Press **“ENTER.”**



3. The **PRECINCT ID ENTRY** screen will open. Select the **“ADMIN”** button in the upper right hand corner.



4. On the **ADMIN** screen, press the “**CLOSE VOTING TAB**” on the **LEFT PANEL, FIRST**.

FIRST

5. Press **CLOSE VOTING** on the **RIGHT PANEL, SECOND**.

SECOND

6. The **CLOSE VOTING** screen appears requesting confirmation to close voting. Press “**YES**” to continue with the closing process. A second confirmation screen will appear. Press “**YES.**”

CLOSE REPORT

ELECTION TITLE: ELECTION
 ELECTION DATE: SEPTEMBER 02, 2017
 CURRENT DATE: THU SEP 07, 2017 12:53 AM PST
 MACHINE NAME: 00000000
 ELECTION ID: 000
 ELECTION SESSION: E202.2.1
 SESSION NAME: ELECTION DAY (00000000)
 VOTING STATUS: CLOSED
 CLOSE TIME: THU SEP 07, 2017 12:53 AM PST
 PRECINCT COUNT: 0
 SESSION CANCELED: 0
 PRECINCT COUNT: 0
 SIGNATURES

7. The **CLOSE REPORT** will print. All Judges must sign the **CLOSE REPORT**. Keep with the open and zero reports.

8. The **SESSION CLOSED** screen notifies the Election Judges that the voting session is closed and no other ballots may be generated.

SIMPLE GENERAL ELECTION
 First Election restored from 2_0_QA_R1
 April 24, 2018

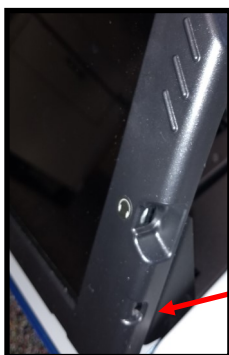
Session Closed

Use the barcode reader to scan initialization ticket

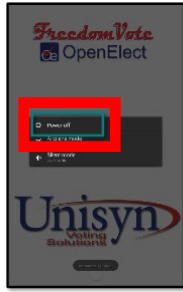
Public Count: 1 Session: Election Day

MANUAL ENTRY

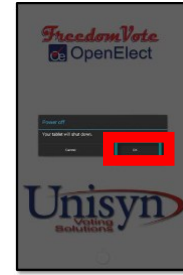
SHUTTING DOWN THE FVT TOUCHSCREEN



9. Locate the pin tool provided by the Election Authority and insert it into the right side bottom opening underneath the headphone jack on the tablet. Hold it until the power off screen appears.



10. A screen will display with several options. Press the **“POWER OFF”** button.

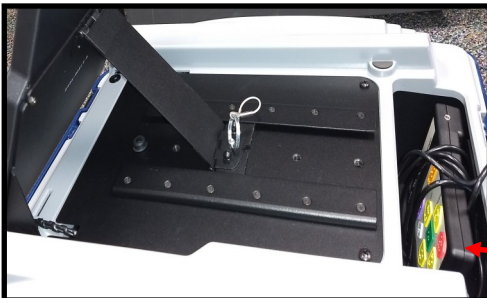


11. The FVT Touchscreen then tells you that the tablet will shut down. Press the **“OK”** button to complete the power off process.



12. Toggle the switch so the **“O”** is in the down position to turn off the FVT Touchscreen (**I** is on and **O** is off) and then remove the power cord next to the switch.

PREPARING THE FVT TOUCHSCREEN FOR TRANSPORT



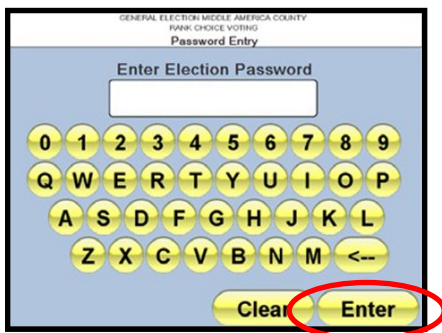
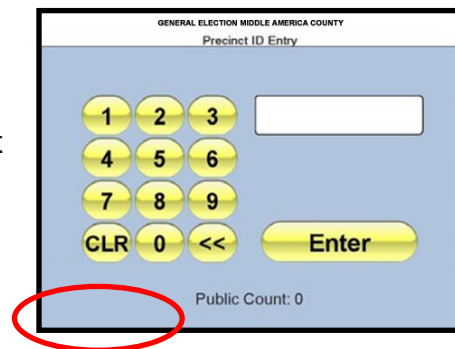
13. Return the ADA keypad, power cord and headphones to the shipping compartment.

14. Remove the kickstand pin and carefully return the tablet to the shipping position.
15. Place the case cover on the FVT, close the two front clasps and lock the cover in place.
16. Follow return instructions as provided by the Election Authority.

IF YOUR COUNTY IS USING THE FVT TOUCHSCREEN
SKIP THIS SECTION.

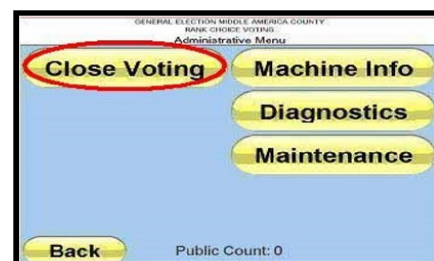
CLOSING THE POLLS OVI TOUCHSCREEN

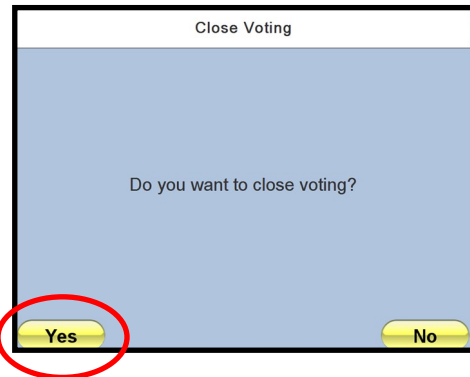
1. Press the “**HIDDEN BUTTON**” on the bottom left side of the **PRECINCT ID ENTRY** screen. You will not see the words “**HIDDEN BUTTON**.”



2. When the **PASSWORD ENTRY** screen opens, enter the Election Password provided by the Election Authority and press “**ENTER**.”

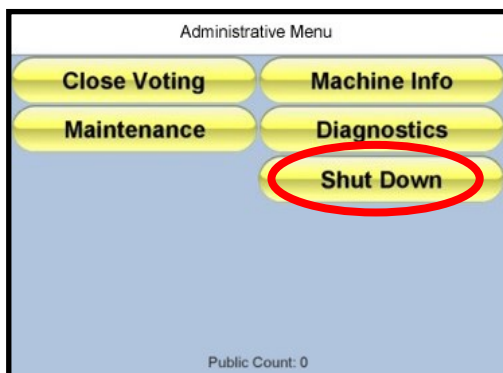
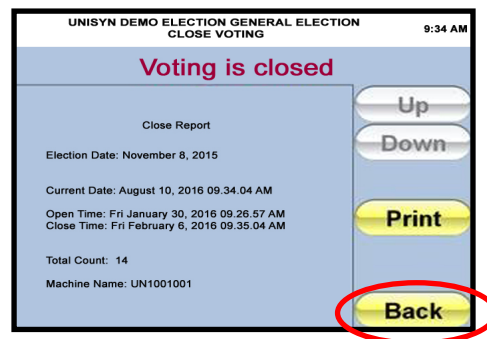
3. The **ADMINISTRATIVE SCREEN** will display. Press the “**CLOSE VOTING**” button.





4. The **CLOSE VOTING** screen opens asking you to confirm that you wish to close voting. Press the “**YES**” button twice to confirm the voting session has ended. A **CLOSE REPORT** will print. Sign and keep this with your other signed reports.

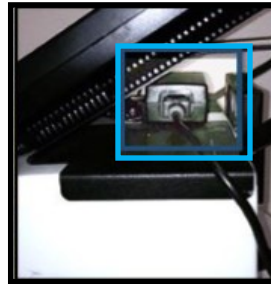
5. A **VOTING IS CLOSED** screen opens. Press “**BACK**” to return to the Admin screen.



6. The **ADMINISTRATIVE SCREEN** opens. Press the “**SHUT DOWN**” button. Another screen will open asking you to confirm that you want to shut down. Press “**YES.**”

PREPARING THE OVI TOUCHSCREEN FOR TRANSPORT

1. Wait 30 seconds once the screen goes black, then toggle the switch so the "O" is in the down position (I is on and O is off) and then remove the power cord next to the switch. Also, remove the power cord from the plug located under the display screen.



2. Unplug the headphones from the keypad, wind the keypad cable around the back of the OVI unit and place the keypad back into the keypad holster.



3. Place the OVI into the black canvass bag and follow instructions from the Election Authority for returning your equipment.

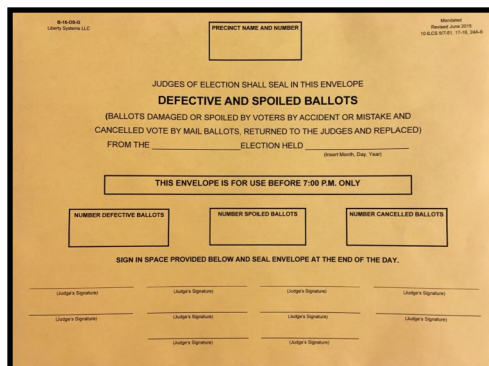


SUGGESTED PROCEDURES AFTER THE POLLS CLOSE

1. Remove the “POLLING PLACE” sign. Lock the doors (if possible).
2. Allow only authorized persons to remain in the polling place.
 - Judges assigned to the polling place
 - Law enforcement officers acting in their official capacities
 - Authorized Pollwatchers with valid credentials
 - Representatives of the Election Authority
 - Representatives of the State Board of Elections
 - Representatives from the State’s Attorney and Attorney General’s offices

Please refer to pages 52 & 53 for information on proper Pollwatcher credentials.

3. To end voting on the Tabulator, follow the directions on page 67 “Closing The Polls - OVO Tabulator.”
4. To end voting on the FVT Touchscreen, follow the directions on page 72 “Closing the Polls - FVT Touchscreen.”
5. To end voting on the OVI Touchscreen, follow the directions on page 75 “Closing the Polls - OVI Touchscreen.”
6. Count the spoiled ballots found in the yellow envelope for spoiled and defective ballots. Record the number of spoiled ballots on the envelope. Do not seal the envelope until you have recorded all defective or cancelled ballots placed in the envelope.



The form is titled "DEFECTIVE AND SPOILED BALLOTS" and is used for recording the number of defective and spoiled ballots. It includes fields for "PRECINCT NAME AND NUMBER", "JUDGES OF ELECTION SHALL SEAL IN THIS ENVELOPE", "DEFECTIVE AND SPOILED BALLOTS", "NUMBER DEFECTIVE BALLOTS", "NUMBER SPOILED BALLOTS", and "NUMBER CANCELLED BALLOTS". It also has a section for "SIGN IN SPACE PROVIDED BELOW AND SEAL ENVELOPE AT THE END OF THE DAY." with lines for "Judge's Signature".

**DEFECTIVE AND SPOILED
BALLOTS ENVELOPE**

7. Statement of Ballots—Official Ballot Record:

STATEMENT OF BALLOTS
OFFICIAL BALLOT RECORD

DATE OF ELECTION: _____ TOWN/SHIP & PRECINCT: _____

	REP	DEM	NP	OTHER	TOTAL
1. NUMBER OF BALLOTS RECEIVED FROM THE ELECTION AUTHORITY					
2. NUMBER OF SURRENDERED VOTE BY MAIL BALLOTS RECEIVED					
3. TOTAL NUMBER OF BALLOTS RECEIVED (line 1 + 2)					
4. NUMBER OF SPOILED BALLOTS (returned by voter for another ballot)					
5. NUMBER OF EXCESS BALLOTS (if more voted ballots exist than applications)					
6. NUMBER OF UNUSED BALLOTS (if required by Election Authority)					
7. NUMBER OF VOTED PROVISIONAL BALLOTS (delivered to the counting center in separate secured container)					
8. NUMBER OF SPINDLED APPLICATIONS TO VOTE					
9. NUMBER OF BALLOTS COUNTED BY OPTICAL SCAN TABULATOR (should equal the number of spindled applications)					

We certify that the foregoing is a true and correct record of all ballots issued by the Election Authority. The undersigned actually served as judges at the Election on _____ at _____ in the specified precinct and the polls were opened at 6 a.m. and closed at 7 p.m.

Election Judge

Election Judge

Election Judge

Election Judge

Election Judge

RECEIVING STATION RECEIPT TO JUDGES

The ballot case has been received and the contents checked. By: _____
 Dated: _____ at _____ of _____, 20____

 Deputy Clerk

Deputy Clerk

COUNTING CENTER JUDGE USE ONLY

We do hereby certify that upon tabulation of the ballots we find the following number of ballots counted by the tabulator.

Team Number: _____ Initials: _____ In Ball: _____ TOTAL: _____

FORM C-420-UNI
Liberty Systems LLC
v08

GENERAL AND CONSOLIDATED PRIMARY

STATEMENT OF BALLOTS
OFFICIAL BALLOT RECORD

DATE OF ELECTION: _____ TOWN/SHIP & PRECINCT: _____

	REP	DEM	NP	OTHER	TOTAL
1. NUMBER OF BALLOTS RECEIVED FROM THE ELECTION AUTHORITY					
2. NUMBER OF SURRENDERED VOTE BY MAIL BALLOTS RECEIVED					
3. TOTAL NUMBER OF BALLOTS RECEIVED (line 1 + 2)					
4. NUMBER OF SPOILED BALLOTS (returned by voter for another ballot)					
5. NUMBER OF EXCESS BALLOTS (if more voted ballots exist than applications)					
6. NUMBER OF UNUSED BALLOTS (if required by Election Authority)					
7. NUMBER OF VOTED PROVISIONAL BALLOTS (delivered to the counting center in a separate secured container)					
8. NUMBER OF SPINDLED APPLICATIONS TO VOTE					
9. NUMBER OF BALLOTS COUNTED BY OPTICAL SCAN TABULATOR (should equal the number of spindled applications)					

We certify that the foregoing is a true and correct record of all ballots issued by the Election Authority. The undersigned actually served as judges at the Election on _____ at _____ in the specified precinct and the polls were opened at 6 a.m. and closed at 7 p.m.

Election Judge

Election Judge

Election Judge

Election Judge

Election Judge

RECEIVING STATION RECEIPT TO JUDGES

The ballot case has been received and the contents checked. By: _____
 Dated: _____ at _____ of _____, 20____

 Deputy Clerk

Deputy Clerk

COUNTING CENTER JUDGE USE ONLY

We do hereby certify that upon tabulation of the ballots we find the following number of ballots counted by the tabulator.

Team Number: _____ Initials: _____ In Ball: _____ TOTAL: _____

FORM C-420-UNI
Liberty Systems LLC
v08

GENERAL AND CONSOLIDATED ELECTION

- Line 1: Record the number of ballots received at the beginning of the day from the Election Authority (if not already entered)
- Line 2: Number of surrendered Vote by Mail Ballots received (voter decides to vote in person)
- Line 3: Total number of ballots received (line 1 + line 2)
- Line 4: Number of spoiled ballots (returned by voter during the day for another ballot)
- Line 5: Number of excess ballots (if more voted ballots exist than Applications)
- Line 6: Number of unused ballots (if required by your Election Authority)
- Line 7: Number of VOTED provisional ballots (delivered to the Election Authority in a separate secured container (DO NOT PUT THEM THROUGH THE TABULATOR))
- Line 8: Number of total spindled Applications to Vote
- Line 9: Number of ballots counted by the Tabulator (should equal the number of spindled Applications)

ALL ELECTION JUDGES MUST SIGN THIS FORM

1. Return the following items sealed in a container provided by the Election Authority.
 - Voted ballots
 - One copy of the report from the Tabulator
2. Place all other election materials in the appropriate envelopes or containers as directed by your Election Authority.
3. Envelope for Spoiled and Defective Ballots (yellow in color).

<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">B-76-020A JURY System 1.1</div> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <p style="text-align: center;">JUDGES OF ELECTION SHALL SEAL IN THIS ENVELOPE</p> <p style="text-align: center;">DEFECTIVE AND SPOILED BALLOTS</p> <p style="text-align: center;">(BALLOTS DAMAGED OR SPOILED BY VOTERS BY ACCIDENT OR MISTAKE AND CANCELLED VOTE BY MAIL BALLOTS, RETURNED TO THE JUDGES AND REPLACED)</p> <p style="text-align: center;">FROM THE _____ ELECTION HELD _____ (Month, Month, Day, Year)</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;">THIS ENVELOPE IS FOR USE BEFORE 7:00 P.M. ONLY</div> <table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 33%; text-align: center; padding: 5px;"><div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">NUMBER DEFECTIVE BALLOTS</div><div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div></td><td style="width: 33%; text-align: center; padding: 5px;"><div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">NUMBER SPOILED BALLOTS</div><div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div></td><td style="width: 33%; text-align: center; padding: 5px;"><div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">NUMBER CANCELLED BALLOTS</div><div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div></td></tr></table> <p style="text-align: center; margin-top: 10px;">SIGN IN SPACE PROVIDED BELOW AND SEAL ENVELOPE AT THE END OF THE DAY.</p> <table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 33%; text-align: center; padding: 5px;">_____ Judge's Signature</td><td style="width: 33%; text-align: center; padding: 5px;">_____ Judge's Signature</td><td style="width: 33%; text-align: center; padding: 5px;">_____ Judge's Signature</td></tr><tr><td style="width: 33%; text-align: center; padding: 5px;">_____ Judge's Signature</td><td style="width: 33%; text-align: center; padding: 5px;">_____ Judge's Signature</td><td style="width: 33%; text-align: center; padding: 5px;">_____ Judge's Signature</td></tr><tr><td style="width: 33%; text-align: center; padding: 5px;">_____ Judge's Signature</td><td style="width: 33%; text-align: center; padding: 5px;">_____ Judge's Signature</td><td style="width: 33%; text-align: center; padding: 5px;">_____ Judge's Signature</td></tr></table>	<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">NUMBER DEFECTIVE BALLOTS</div> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div>	<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">NUMBER SPOILED BALLOTS</div> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div>	<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">NUMBER CANCELLED BALLOTS</div> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div>	_____ Judge's Signature	_____ Judge's Signature	_____ Judge's Signature	_____ Judge's Signature	_____ Judge's Signature	_____ Judge's Signature	_____ Judge's Signature	_____ Judge's Signature	_____ Judge's Signature	<div style="text-align: right; font-size: x-small; margin-bottom: 10px;">Revised June 2011 B-76-020A 07/01 11-18 2014</div> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <p style="text-align: center;">JUDGES OF ELECTION SHALL SEAL IN THIS ENVELOPE</p> <p style="text-align: center;">DEFECTIVE AND SPOILED BALLOTS</p> <p style="text-align: center;">(BALLOTS DAMAGED OR SPOILED BY VOTERS BY ACCIDENT OR MISTAKE AND CANCELLED VOTE BY MAIL BALLOTS, RETURNED TO THE JUDGES AND REPLACED)</p> <p style="text-align: center;">FROM THE _____ ELECTION HELD _____ (Month, Month, Day, Year)</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;">THIS ENVELOPE IS FOR USE BEFORE 7:00 P.M. 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4. "Write in Tally Sheet" completed and signed by all Election Judges (Refer to pages 63 & 64 for further instruction).
5. Write-in tape from OVO Tabulator.

[illegible]

6. "Statement of Ballot-Official Ballot Record" form completed and signed by ALL Election Judges (Refer to page 79 for further instruction).
7. Remaining official return tapes signed by ALL Election Judges.
8. Any other items as directed by your Election Authority.
9. Complete and sign the payroll sheet and all other required forms included in the precinct supplies.
10. Pack the unused ballots and other election materials as directed by the Election Authority. DO NOT THROW ANYTHING AWAY.
11. All materials are to be returned as directed by the Election Authority.
12. Two Judges, one from each political party, immediately transport equipment (if directed by the Election Authority) and supplies to the Election Authority. Be sure to seal the ballot return container and have all Judges sign it. _____

<h2 style="margin: 0;">OFFICIAL BALLOT RETURN CASE SEAL</h2>	
<p>ALL JUDGES MUST SIGN BELOW</p>	
<p>_____ (Judge of Election)</p> <p>_____ (Judge of Election)</p> <p>_____ (Judge of Election)</p> <p>_____ (Judge of Election)</p> <p>_____ (Judge of Election)</p>	<p>_____ (City, Village, Township, District, Ward, Etc.)</p> <p>_____ Precinct No.</p>
<p>DELIVER THIS CASE TO THE CENTRAL COUNTING STATION!</p> <p style="font-size: small;">C-103 10/20/2018 M.C.</p>	

**SIGN THIS SEAL (Remove Backing Material)
and
PLACE OVER OPEN END OF THE BALLOT
RETURN BOX AND SEAL SECURELY**

NOTE: If you cannot securely lock the ballot return box, seal the box with a filament tape by wrapping the tape around the box lengthwise and crosswise at least twice each way. Judges should wrap the box in such a manner to prevent the signed seal's removal without breaking the tape and disturbing the Judge's signatures.

13. The transporting Judges are required to make the necessary corrections to incorrectly secured return containers before acceptance at the Election Authority.
14. Obtain a receipt from the Election Authority.

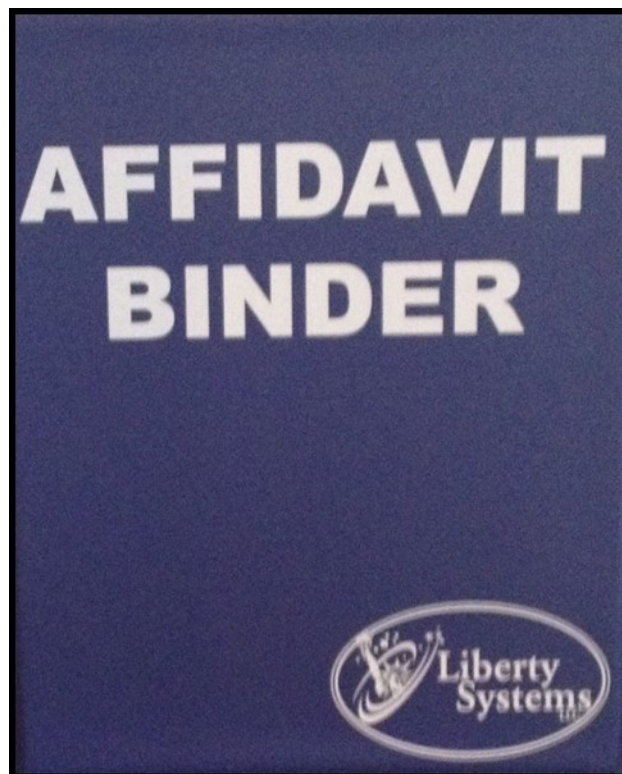
BLUE PRECINCT BAG



THE FOLLOWING SUPPLIES ARE INCLUDED IN
THE STANDARD PRECINCT KIT AS PROVIDED
BY LIBERTY SYSTEMS, LLC

*NOT ALL PRECINCT KITS ARE PROVIDED BY
LIBERTY SYSTEMS, LLC*

**AFFIDAVIT BINDER
(FOUND IN THE BLUE PRECINCT BAG)**



**AFFIDAVIT BINDER CONTAINS THE
FOLLOWING FORMS**

STATE OF ILLINOIS } SS. COUNTY OF _____ }
VOTER AFFIDAVIT
ISS. No. C-4 Mandated, Revised Oct 2013
 Form B-2A LIBERTY SYSTEMS LLC

MUST BE COMPLETED BY VOTER & CHECK APPLICABLE BOX 1 - 8 ON BACK

Change of Name / Address (PLEASE PRINT)

LAST NAME FIRST NAME MI. DOB DATE OF BIRTH RESIDENCE NUMBER

LEGAL RESIDENCY SOURCE (CITE I.C. 5-1-2) HOUSE NUMBER & STREET NAME APT. NUMBER CITY OR VILLAGE ZIP CODE

NAME OF BORN-IN-INDIAN(S) (PRINT & SIGN) NAME OF BORN-IN-INDIAN(S) (PRINT & SIGN) STATE OF BORN INDIAN

I do solemnly swear (or affirm) that I am a citizen of the United States, I am 18 years of age or older, I have resided in this State and in this election district 30 days immediately preceding this election, that I have not voted in this election, that I am a duly qualified voter in every respect, I now reside at the address above in this election district.

day of _____, 20____

Signature of Voter

Residential address (Optional) (for purposes of e-mail notification only)

B-2A VOTER AFFIDAVIT—FRONT
(SALMON FORM)

MARK APPLICABLE STATEMENT AND FILL IN ANY BLANKS IN THAT STATEMENT

☐ 1. I have changed my residence to the above address within the last 30 days. I am a citizen of the United States, I am 18 years of age or older, I have resided in this State and in this election district 30 days immediately preceding this election, that I have not voted in this election, that I am a duly qualified voter in every respect, I now reside at the address above in this election district. Supporting Affidavit required (see form of ID required (ID ILCS 5/4-1.5)).

☐ 2. I have changed my name from _____ to the name signed below. I am the same person now registered from the above address in this election district (precinct). Supporting Affidavit required (see form of ID required (ID ILCS 5/4-1.5)).

☐ 3. I am a person who is a member of a religious organization and I have been a member of that organization for at least 10 years. I am a member of the _____ church. Supporting Affidavit or two forms of ID required (ID ILCS 5/4-1.5, 4-2.5).

☐ 4. I have moved to the above address and I have moved to the above address within 30 days of the election. Complete Residency Affidavit.

☐ 5. I am a person who is a member of a religious organization and I have been a member of that organization for at least 10 years. I am a member of the _____ church. Complete Residency Affidavit.

☐ 6. I am a person who is a member of a religious organization and I have been a member of that organization for at least 10 years. I am a member of the _____ church. Complete Residency Affidavit.

☐ 7. I am a person who is a member of a religious organization and I have been a member of that organization for at least 10 years. I am a member of the _____ church. Complete Residency Affidavit.

☐ 8. I am a person who is a member of a religious organization and I have been a member of that organization for at least 10 years. I am a member of the _____ church. Complete Residency Affidavit.

Supporting Affidavit or two forms of ID required (see form of ID required (ID ILCS 5/4-1.5)).

Signature of Voter

Signature of Judge of Election

B-2A VOTER AFFIDAVIT—BACK
(SALMON FORM)

10 ILCS 5/4-1.5-1000

AFFIDAVIT OF VOTER HAVING CHANGED RESIDENCE WITHIN 30 DAYS OF ELECTION

State of Illinois } SS. COUNTY OF _____ }

I, _____, do solemnly swear (or affirm) that I am a citizen of the United States, that I am 18 years of age or older (or for a General Primary, that I am 17 years of age or older and will be 18 by the General Election), that I have not voted at this election, that prior to 30 days preceding this election I was a duly qualified and registered voter in every respect in this election precinct; that I have recently moved from _____ (House number, street & town or city) in this election precinct, that I now reside at _____ (House number, street & town or city) in another election district (precinct) in the State of Illinois.

So help me God, (or "This I do solemnly and sincerely affirm", as the case may be).

Subscribed and sworn to before me on _____ (insert month, day, year) Signature of Applicant

Judge of Election

TO BE ACCOMPANIED BY 2 FORMS OF IDENTIFICATION OR SUPPORTING AFFIDAVIT

C-4 MOVED WITHIN 30 DAYS
(LIGHT PURPLE FORM)

SUPPORTING AFFIDAVIT
(Complete when statement 1 or 2 of the Voter Affidavit is marked, if required.)

STATE OF ILLINOIS } SS. COUNTY OF _____ }

TOWNSHIP _____ PRECINCT _____ WARD _____

I do solemnly swear (or affirm) that I am a resident of this election precinct (or district) and intend to vote at this election, and that I have been a resident of the State for 30 days (or more), and I am well acquainted with the person whose vote is now offered, that he is an actual and bona fide resident of this election precinct (or district) and has resided herein 30 days, and as I truly believe, in this State, 30 days immediately preceding this election.

Subscribed and sworn to (or affirmed) by _____ (insert month, day, year)

Judge of Election Signature of Registered Voter

FOR AFFIDAVIT OF ASSISTED VOTER, PLEASE TURN OVER

B-2B SUPPORTING AFFIDAVIT—FRONT
(GREEN FORM)

TO THE PERSON PROVIDING ASSISTANCE TO VOTERS

YOU HAVE BEEN SELECTED BY A VOTER TO PROVIDE VOTING ASSISTANCE. UNDER ILLINOIS LAW, ONLY VOTERS WHO ARE BLIND, PHYSICALLY DISABLED OR UNABLE TO READ OR WRITE THE ENGLISH LANGUAGE MAY BE ASSISTED BY A RELATIVE OR FRIEND. INDIVIDUALS WHO CANNOT ASSIST VOTERS INCLUDE THE VOTER'S EMPLOYER OR AGENT OF THAT EMPLOYER OR OFFICER OR AGENT OF THE VOTER'S UNION.

YOU MUST MARK THE BALLOT AS DIRECTED BY THE VOTER. INDIVIDUALS WHO MAKE ANY ATTEMPT TO INFLUENCE THE VOTER'S CHOICE OF CANDIDATE, PARTY OR VOTES IN RELATION TO A PUBLIC QUESTION, OR TO MARK THE BALLOT OTHER THAN AS DIRECTED BY THE VOTER MAY BE GUILTY OF A CLASS 3 FELONY. IF YOU CANNOT TELL THE VOTER'S INTENT, YOU MUST NOT MARK THE BALLOT IN ANY WAY. YOU MAY NOT SUBSEQUENTLY DISVALE THE CANDIDATE(S) OR PUBLIC QUESTIONS FOR WHOM THE VOTER INSTRUCTED YOU TO CAST BALLOTS.

OATH OF ASSISTANCE

I state that I am/are so qualified and gave assistance to _____ whose sworn statement appears on the monitor side. I further state that I did not attempt to influence the voter's choice of candidates, party or votes in relation to any public question and have cast the ballot as directed by the voter. Under the penalties prescribed in Article 23 of the Election Code, the undersigned certifies that the statements set forth in this certification are true and correct.

Signature of Individual Rendering Assistance _____ Signature of Person Receiving Assistance _____

OR

Signature of Democratic Judge _____ Signature of Republican Judge _____

Signature of Judge Administering Oath _____

B-2B OATH OF ASSISTANCE – BACK
(GREEN FORM)

This is a blue form titled "AFFIDAVIT OF U.S. SERVICE VOTER (Military or Navy)". It contains two main sections: "AFFIDAVIT OF U.S. SERVICE VOTER" and "SUPPORTING AFFIDAVIT OF VOTER". Both sections require the voter to provide personal information, including name, address, and date of birth, and to swear under penalty of perjury that they are a U.S. citizen and a member of the armed forces. The form also includes a section for the voter's signature and the signature of a witness.

B-3 AFFIDAVIT OF U.S. MILITARY VOTER (BLUE FORM)

This is a light gray form titled "ADDRESS CORRECTION FOR FAIL-SAFE VOTER". It is designed for voters who need to correct their address. The form includes a section for "FEDERAL BALLOT ONLY" and a section for "ADDRESS CORRECTION". It requires the voter to provide their current address, former address, and a signature. The form also includes a section for the voter's signature and the signature of a witness.

B-10 ADDRESS CORRECTION FAIL SAFE VOTER (LIGHT GRAY FORM)

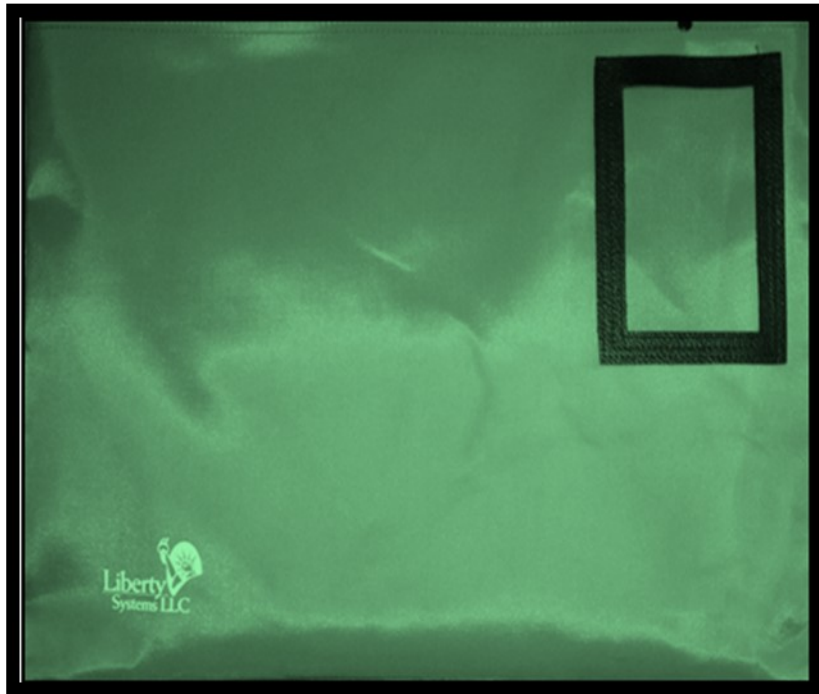
This is a white form titled "AFFIDAVIT - VOTER CODE CORRECTION". It is designed for voters who need to correct their voter code. The form includes a section for "AFFIDAVIT - VOTER CODE CORRECTION" and a section for "VOTER CODE CORRECTION". It requires the voter to provide their current voter code, former voter code, and a signature. The form also includes a section for the voter's signature and the signature of a witness.

B-14 VOTER CODE CORRECTION (WHITE FORM)

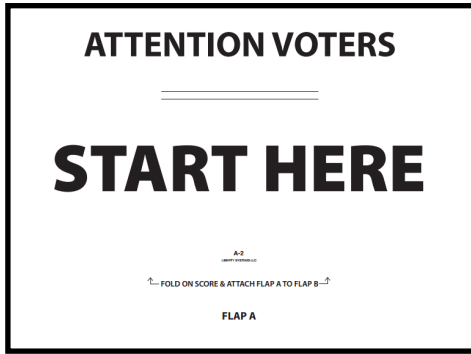
This is a yellow form titled "APPLICATION TO VOTE - CERTIFICATE OF REGISTERED VOTER". It is designed for voters who need to apply for a ballot. The form includes a section for "APPLICATION TO VOTE" and a section for "CERTIFICATE OF REGISTERED VOTER". It requires the voter to provide their name, address, and a signature. The form also includes a section for the voter's signature and the signature of a witness.

B-5 BLANK APPLICATION TO VOTE (YELLOW FORM)

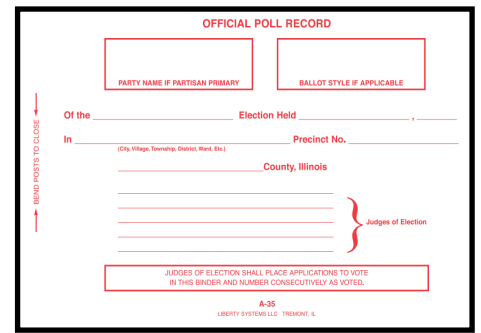
**GREEN BAG
(FOUND IN THE BLUE PRECINCT BAG)**



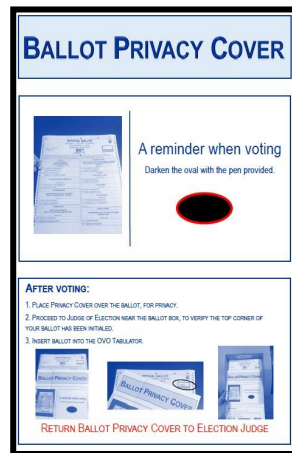
**THE GREEN BAG CONTAINS THE
FOLLOWING PAPERWORK**



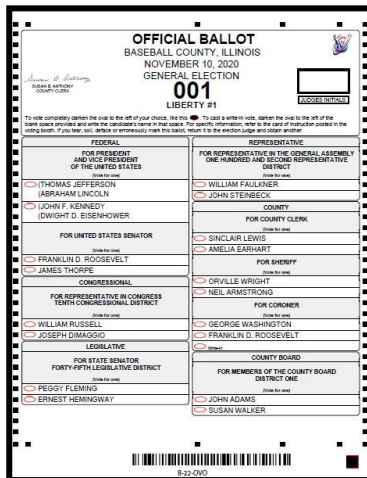
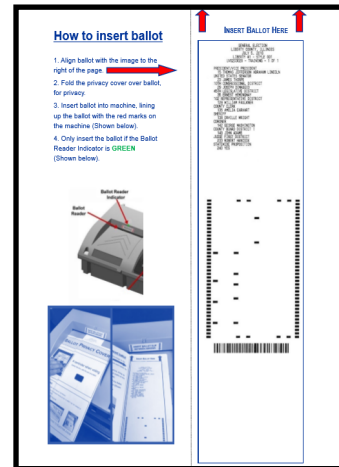
A-2 START HERE SIGN



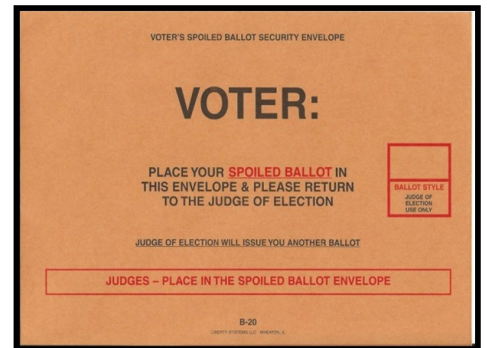
A-35 OFFICIAL POLL RECORD COVER



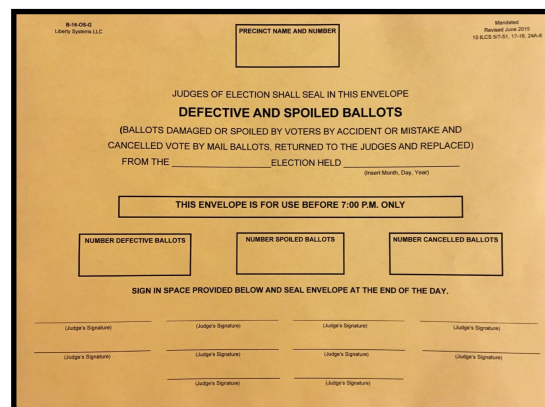
B-21 UNI BALLOT PRIVACY COVER



B-22 OVO TABULATOR DEMONSTRATION BALLOT



B-20 SPOILED BALLOT ENVELOPE



B-16-OS-G Defective and Spoiled Ballot Envelope

NARRATIVE FOR DEMONSTRATING HOW TO COMPLETE THE OVO OPTICAL SCAN
BALLOT AND USE THE OVO OPTICAL SCAN VOTING DEVICE

(USE LAMINATED BALLOTS FOR DEMONSTRATION)

1. Carefully read the instructions on the ballot and on surrounding visual aids.
2. Note the number of candidates you may choose for each office, and be **careful not to overvote**. The number you may vote for is clearly designated. Be sure to check the back of the ballot sheet for additional candidates/referenda.
3. Use **only the pen provided** to mark your ballot. If you use a different writing instrument, you risk not having your ballot read by the OVO tabulator.
4. Use the pen provided to **completely darken the oval** next to the candidate(s) or referendum option of your choice. Do not make stray marks on the ballot sheet outside the areas designated for casting a vote, as this may cause your ballot to be rejected.
5. If you are casting a **write-in vote**, clearly write the name of the candidate on the appropriate line and **darken the oval** next to that candidate's name. **If you do not darken the oval, your vote will not count for this candidate.** Write-in votes are recorded only for those candidates who file a Declaration of Intent to be a write-in candidate.
6. When you are done voting the ballot, and you are satisfied that you have made the choices you intended, cover your ballot with the Ballot Privacy Cover provided to you, keeping the judges initials at the top visible. Keeping your selection private, leave the voting booth and allow the ballot box judge to verify your ballot is properly initialed. If it has not been initialed, you will be instructed to return to the ballot issuing judge, where he/she will consider that ballot "spoiled" and issue a new ballot to be voted. The same procedures to vote would apply.
7. If you find that you have made a mistake while voting, fold the ballot to conceal the voted area, mark it "spoiled" and advise the judge that issued you the ballot. A voter's spoiled ballot envelope will be issued to you. Seal the spoiled ballot in the envelope and return it to the ballot judge. The judge will issue you a new ballot, and you may repeat the voting process described above.
8. Once the judge has verified that the ballot has been initialed, and you are satisfied with your vote, proceed to the ballot box.
9. Standing in front of the ballot box with the Privacy Cover over the ballot, insert only the ballot into the OVO tabulator. **Note: You, the voter, insert the ballot, not an Election Judge.**
10. If the tabulator accepts your ballot as marked, return the Privacy Cover and pen to the Election Judge stationed near the ballot box. You are done voting.
11. **If you have overvoted a ballot**, the OVO unit will "reject" it by ejecting it back to you. Place the Privacy Cover over the ballot and advise the nearest judge that this has taken place. That judge will indicate that you have **two choices**. You may review your overvoted ballot and allow it to be tabulated, knowing that the overvoted office/referendum **will not be counted** (the other correctly voted offices/referenda **will** count). You will feed the ballot into the OVO tabulator as before, but the judge will be present to use a bypass mechanism on the tabulator to allow it to accept the overvoted ballot. You would then be done voting. **OR** you may "spoil" that ballot, and be issued a new ballot to be voted on, using the same procedures described above. You would insert your own new ballot into the OVO unit, and if accepted this time, you would be done voting.

B-23-OVO
Liberty Systems LLC
June 2022
v02

B-23 OVO TABULATOR NARRATIVE

NARRATIVE FOR DEMONSTRATING HOW TO VOTE USING THE
OVI TOUCHSCREEN VOTING DEVICE

1. The voter will approach the OVI touchscreen voting device accompanied by an election judge. The election judge will enter the election password.
2. The election judge will enter the Precinct Ballot Style for the voter (and chosen Party in the Primary). The voter's ballot will appear.
3. The voter has the option of voting the OVI touchscreen independently of the headphones and keypad or with them.
4. The OVI touchscreen will present each office and allow the voter to mark the ballot with the display screen or one of the voting input devices provided. The voter will navigate through the ballot contest by contest (including referendums) and when finished voting, press **DONE**.
5. After the Summary Instructions are read, the voter will press **CONTINUE** to move to the Ballot Summary. The voter will have an opportunity to change and/or correct any selection made moving through the entire ballot.
6. After all selections are made and the accuracy is confirmed by the voter, **PRINT** is pressed by the voter and the OVI touchscreen prints a paper ballot with the voter's selections.
7. The voter then places the paper ballot into a secrecy folder. Keeping your selection private, leave the voting booth and allow the ballot box judge to initial the back of your ballot. You should then insert your ballot through the OVO optical scan tabulator.
8. The OVI touchscreen does not store votes.

USING THE HEADPHONES AND/OR KEYPAD

1. A blind or limited vision voter can use the special keypad to navigate through the ballot using audio assistance earphones designating the up/down arrows and left/right arrows. The central square button is used to make the selection of a candidate or referendum (Yes or No) and to mark the ballot.
2. The voter will also use the keypad to navigate through the Summary Page and make corrections as required.
3. Deaf or hearing-impaired voters can utilize audio assistance earphones and vary the volume of the presentation or read the ballot via the OVI touchscreen display.

B-23-OVI
Liberty Systems LLC
July 2016
v02

B-23 OVI TOUCHSCREEN NARRATIVE

NARRATIVE FOR DEMONSTRATING HOW TO VOTE USING THE
FREEDOMVOTE TOUCHSCREEN TABLET

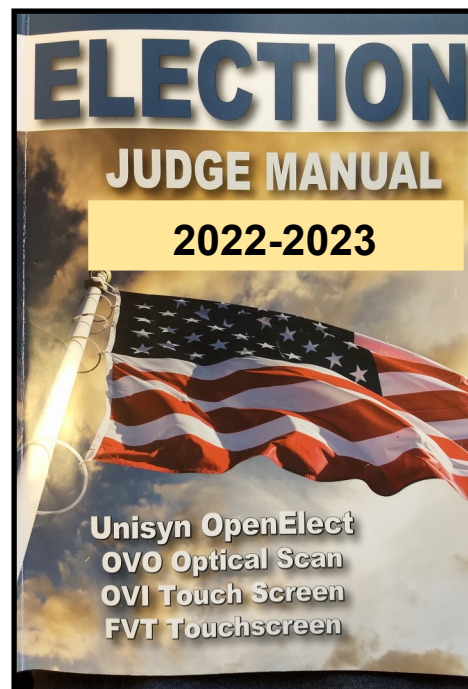
1. The election judge will initiate the voter's ballot by scanning the correct barcode or entering on the PRECINCT ID screen the correct Precinct Ballot Style (and chosen Party in a Primary). The ELECTION SCREEN will open.
2. The voter will press the START button at the bottom of the ELECTION SCREEN to begin voting.
3. The voter has the option of voting the Freedomvote Touchscreen independently of the keypad and headphones or with them.
4. The Freedomvote Touchscreen will present each office and referendum allowing the voter to mark their ballot with the display screen or one of the voting input devices provided. The voter will navigate through the ballot contest by contest.
5. The voter can change their vote by touching the originally selected candidate to remove the vote and touch the new candidate to cast the new vote.
6. To enter a write-in candidate's name, touch the WRITE-IN section. A keyboard will appear. The voter enters the name of the write-in candidate and then presses ENTER.
7. When the voter has seen all ballot pages and completed their ballot, the DONE button is enabled. The voter presses the DONE button and the Ballot Summary Review will appear.
8. The voter must step through the entire ballot using the red down arrow at the bottom of the page. Changes can be made at this time. After reviewing all selections the PRINT button will be enabled.
9. After the voter has made all desired selections and changes and the ballot's accuracy is confirmed, the voter presses the PRINT button at the bottom of the screen and the Freedomvote Touchscreen will print a paper ballot with the voter's selections.
10. The voter then places the paper ballot into a secrecy folder. Keeping their selection private, leave the voting booth and allow the ballot box judge to initial the back of the ballot. The voter inserts the ballot into the OVO Optical Scan Tabulator. The Freedomvote Touchscreen does not store votes.

USING THE HEADPHONES AND/OR KEYPAD

Using audio assistance earphones, a blind or limited vision voter can use the keypad to navigate through the ballot or by using the touch capabilities of the Touchscreen Tablet. Deaf or hearing impaired voters can utilize audio assistance earphones and vary the volume of the presentation or read the ballot via the Freedomvote Touchscreen display.

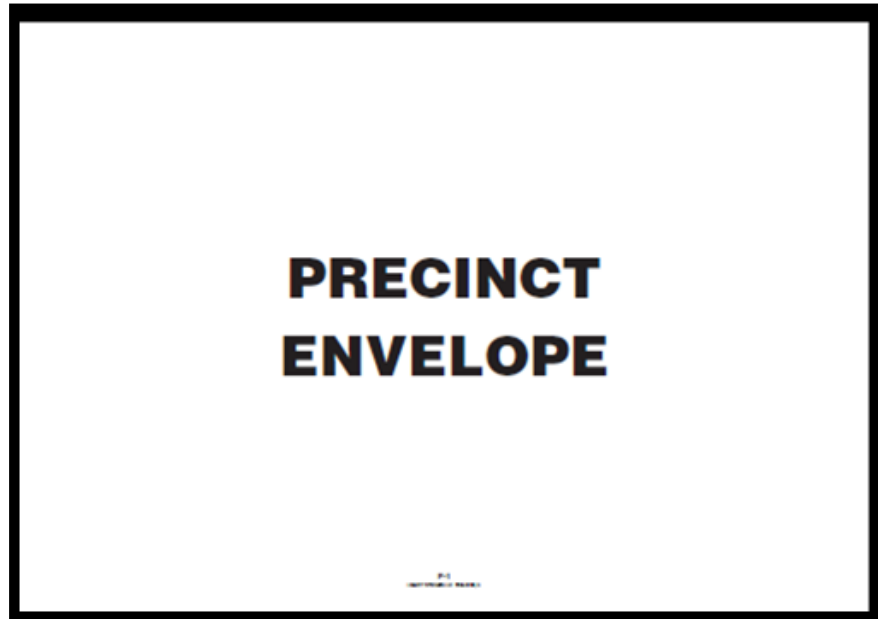
B-23-FVT
Liberty Systems LLC
November 2017
v01

B-23 FVT TOUCHSCREEN NARRATIVE



B-18UNI ELECTION JUDGE MANUAL

**PRECINCT ENVELOPE
(FOUND IN THE BLUE PRECINCT BAG)**



**WHITE PRECINCT ENVELOPE CONTAINS THE
FOLLOWING PAPERWORK**

18 JCS 8/1/07, 18-8 888-2-871	<h1 style="margin: 0;">REQUISITION FOR ADDITIONAL BALLOTS</h1>	LIBERTY SYSTEMS LLC 4/05															
<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">To _____</td> <td style="width: 40%; text-align: center;">(Election Authority) _____</td> <td style="width: 30%;"></td> </tr> <tr> <td colspan="2" style="padding-top: 10px;">We, the undersigned Judges of Election for the _____</td> <td style="text-align: right;">Election _____</td> </tr> <tr> <td colspan="2" style="padding-top: 10px;">in _____</td> <td style="text-align: right;">Precinct No. _____</td> </tr> <tr> <td colspan="3" style="padding-top: 10px;">located at _____</td> </tr> <tr> <td colspan="3" style="padding-top: 10px; text-align: center;">Address of Polling Place _____</td> </tr> </table>			To _____	(Election Authority) _____		We, the undersigned Judges of Election for the _____		Election _____	in _____		Precinct No. _____	located at _____			Address of Polling Place _____		
To _____	(Election Authority) _____																
We, the undersigned Judges of Election for the _____		Election _____															
in _____		Precinct No. _____															
located at _____																	
Address of Polling Place _____																	
County, Illinois, hereby request delivery of the following ballots,																	
Quantity Requested _____ _____ _____ _____ _____	Type of Ballot _____ _____ _____ _____ _____																
In addition to those furnished because of the following reason(s) _____																	
<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Date: _____</td> <td style="width: 40%;"></td> <td style="width: 30%; text-align: right;">Signature of Judges _____</td> </tr> <tr> <td style="padding-top: 10px;">At _____ o'clock _____ M. _____</td> <td style="padding-top: 10px;"></td> <td style="padding-top: 10px;"></td> </tr> </table>			Date: _____		Signature of Judges _____	At _____ o'clock _____ M. _____											
Date: _____		Signature of Judges _____															
At _____ o'clock _____ M. _____																	
THIS FORM SHALL BE SIGNED BY A MAJORITY OF THE JUDGES OF ELECTION.																	

[illegible][illegible]

PRECINCT NAME VOTE CENTER	
----------------------------------	--

ELECTION JUDGE EXPENSE SHEET

PLEASE PRINT ALL INFORMATION BELOW

INDEPENDENT JUDGE _____ SOCIAL SECURITY NUMBER _____	
LAST NAME FIRST NAME _____ M.I. _____	
ADDRESS _____ CITY _____ ZIP CODE _____	
PHONE NO. _____ (MESSAGE IF VOICED) _____ JUDGE'S SIGNATURE _____	
INDEPENDENT JUDGE _____ SOCIAL SECURITY NUMBER _____	
LAST NAME FIRST NAME _____ M.I. _____	
ADDRESS _____ CITY _____ ZIP CODE _____	
PHONE NO. _____ (MESSAGE IF VOICED) _____ JUDGE'S SIGNATURE _____	
INDEPENDENT JUDGE _____ SOCIAL SECURITY NUMBER _____	
LAST NAME FIRST NAME _____ M.I. _____	
ADDRESS _____ CITY _____ ZIP CODE _____	
PHONE NO. _____ (MESSAGE IF VOICED) _____ JUDGE'S SIGNATURE _____	
INDEPENDENT JUDGE _____ SOCIAL SECURITY NUMBER _____	
LAST NAME FIRST NAME _____ M.I. _____	
ADDRESS _____ CITY _____ ZIP CODE _____	
PHONE NO. _____ (MESSAGE IF VOICED) _____ JUDGE'S SIGNATURE _____	
INDEPENDENT JUDGE _____ SOCIAL SECURITY NUMBER _____	
LAST NAME FIRST NAME _____ M.I. _____	
ADDRESS _____ CITY _____ ZIP CODE _____	
PHONE NO. _____ (MESSAGE IF VOICED) _____ JUDGE'S SIGNATURE _____	
INDEPENDENT JUDGE _____ SOCIAL SECURITY NUMBER _____	
LAST NAME FIRST NAME _____ M.I. _____	
ADDRESS _____ CITY _____ ZIP CODE _____	
PHONE NO. _____ (MESSAGE IF VOICED) _____ JUDGE'S SIGNATURE _____	

DO NOT WRITE IN SHARED AREA	PACKED UP SUPPLIES	REMOVED SUPPLIES	PRE-ELECTION	TESTED	OTHER

SHAD A RGA TO BE COMPLETED BY THE ELECTION COMMISSION

SIGN OATH ON REVERSE SIDE JUDGE OF ELECTION TIME SHEET ON REVERSE SIDE

PRECINCT NAME _____		
VOTE CENTER _____		

JUDGE OF ELECTION SUGGESTION SHEET

Please list any comments or problems that the Election Commission could resolve.

(Judge Signature)

(Judge Signature)

(Judge Signature)

(Judge Signature)

(Judge Signature)

(Judge Signature)

(Judge Signature)

(Judge Signature)

(Judge Signature)

8-24

© 2000 Election Commission of Florida

[illegible][illegible]

ELECTION RESULTS RETURN ENVELOPE			
PRECINCT	PRECINCT	PRECINCT	PRECINCT
JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE
JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE
JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE
JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE
JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE
JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE	JUDGE'S SIGNATURE

RETURN THE FOLLOWING IN THIS ENVELOPE

- ☐ VOTING EQUIPMENT RESULTS TAPES SIGNED BY ALL JUDGES
- ☐ REPORT—DECEASED OR MOVED (FROM EACH PRECINCT)
- ☐ REPORT—PERSONS VOTING BY AFFIDAVIT (FROM EACH PRECINCT)
- ☐ ENVELOPE—POLLWATCHER REGISTER (FROM EACH PRECINCT)
- ☐ ENVELOPE—DEFECTIVE AND SPOILED BALLOTS (FROM EACH PRECINCT)
- ☐ JUDGES EXPENSE TIME SHEET AND JUDGES OATH (FROM EACH PRECINCT)
- ☐ JUDGES SUGGESTION SHEET (FROM EACH PRECINCT)
- ☐ WRITE-IN TALLY SHEETS (FROM EACH PRECINCT)
- ☐ STATEMENT OF BALLOTS (FROM EACH PRECINCT)

C-6025
 Revised November 2012
 Liberty Systems LLC

OFFICIAL BALLOT RETURN CASE SEAL	
ALL JUDGES MUST SIGN BELOW	
_____ (Judge of Election)	
_____ (Judge of Election)	
_____ (Judge of Election)	
_____ (Judge of Election)	
_____ (Judge of Election)	
_____ (Judge of Election)	
	SIGN THIS SEAL (Remove Backing Material) and PLACE OVER OPEN END OF THE BALLOT RETURN BOX AND SEAL SECURELY
	Precinct No. _____
DELIVER THIS CASE TO THE CENTRAL COUNTING STATION!	
CM-3 Liberty Systems LLC	

OFFICIAL NOTICE		JUDGES OF ELECTION												TOTAL VOTES																																																																																																																																																																																																																																																																																																																																																																																																																																																							
The election judges are required to record votes only for those candidates who have filed a Declaration of Intent to Run for Office. The Clerk will accept the votes only for those candidates who have filed a Declaration of Intent to Run for Office.		CANDIDATE NAME	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	45

C-16 UNI WRITE-IN TALLY SHEET— 3 PART FORM

DATE OF ELECTION _____	STATEMENT OF BALLOTS OFFICIAL BALLOT RECORD	TOWNSHIP & PRECINCT _____
---------------------------	--	------------------------------

	REP	DEM	NP	OTHER	TOTAL
1. NUMBER OF BALLOTS RECEIVED FROM THE ELECTION AUTHORITY					
2. NUMBER OF SURRENDERED VOTE BY MAIL BALLOTS RECEIVED					
3. TOTAL NUMBER OF BALLOTS RECEIVED (Sum of 1 + 2)					

4. NUMBER OF SPOILED BALLOTS (submitted by voter for another ballot)					
5. NUMBER OF EXCESS BALLOTS (If more voted ballots exist than appointed)					
6. NUMBER OF UNUSED BALLOTS (If required by Election Authority)					
7. NUMBER OF VOTED PROVISIONAL BALLOTS (delivered to the counting center in separate sealed container)					

8. NUMBER OF SPOILED APPLICATIONS TO VOTE					
9. NUMBER OF BALLOTS COUNTED BY OFFICIAL SCANNING EQUIPMENT (should equal the number of spoiled applications)					

We certify that the foregoing is a true and correct record of all ballots issued by the Election Authority.

The undersigned actually served as Judges at the Election on _____ 20____ in the specified precinct and the polls were opened at 6 a.m. and closed at 7 p.m.

_____ Election Judge	_____ Election Judge	_____ Election Judge	_____ Election Judge	_____ Election Judge
-------------------------	-------------------------	-------------------------	-------------------------	-------------------------

RECEIVING CENTER JUDGES DO NOT WRITE BELOW THIS LINE

RECEIVING CENTER WRITE TO JUDGES

The ballot case has been received and the contents checked.

By: _____
 Deputy Clerk Deputy Clerk

Dated: _____ at _____ of _____ M

COUNTING CENTER JUDGE USE ONLY

do I do hereby certify that upon tabulation of the ballots we find the following number of ballots counted by the tabulator.

Precinct Number _____	<div style="border: 1px solid black; width: 60px; height: 30px; margin: 0 auto;"></div>	
In-balls In-balls	TOTAL	

10-0000-0000-0000-0000
 Liberty Systems LLC
 Version 1001

FORM C-42P-UNI
Liberty Systems LLC
 v02

C-42P UNI STATEMENT OF
BALLOT FORM
PRIMARY ELECTION
3 PART FORM

DATE OF ELECTION <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<h2 style="margin: 0;">STATEMENT OF BALLOTS</h2> <h3 style="margin: 0;">OFFICIAL BALLOT RECORD</h3>	TOWNSHIP & PRECINCT <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>
--	---	---

1. NUMBER OF BALLOTS RECEIVED FROM THE ELECTION AUTHORITY	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>
2. NUMBER OF SURRENDERED VOTE BY MAIL BALLOTS RECEIVED	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>
3. TOTAL NUMBER OF BALLOTS RECEIVED (total of 1 & 2)	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>

4. NUMBER OF SPOILED BALLOTS (returned by voter for another ballot)	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>
5. NUMBER OF EXCESS BALLOTS (if more voted ballots exist than applications)	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>
6. NUMBER OF UNUSED BALLOTS (if required by Election Authority)	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>
7. NUMBER OF VOTED PROVISIONAL BALLOTS (delivered to the counting center in a separate secured container)	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>

8. NUMBER OF SPINDLED APPLICATIONS TO VOTE	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>
9. NUMBER OF BALLOTS COUNTED BY OPTICAL SCAN TABULATOR (should equal the number of spindled applications)	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>

We certify that the foregoing is a true and correct record of all Ballots issued by the Election Authority.

The undersigned actually served as Judges at the Election on _____, 20____ in the specified precinct and the polls were opened at 6 a.m. and closed at 7 p.m.

_____ Election Judge	_____ Election Judge	_____ Election Judge	_____ Election Judge	_____ Election Judge
-------------------------	-------------------------	-------------------------	-------------------------	-------------------------

ELECTION JUDGES DO NOT WRITE BELOW THIS LINE

RECEIVING STATION RECEIPT TO JUDGES

The ballot case has been received and the contents checked. By: _____ Deputy Clerk _____ Deputy Clerk

Dated: _____ at _____ o'clock _____ M.

COUNTING CENTER JUDGE USE ONLY

We do hereby certify that upon tabulation of the ballots we find the following number of ballots counted by the tabulator.

Team Number _____	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
Initials _____	Initials _____	TOTAL _____

STATE FORM 8-02
8/2014
Replaces 7-02

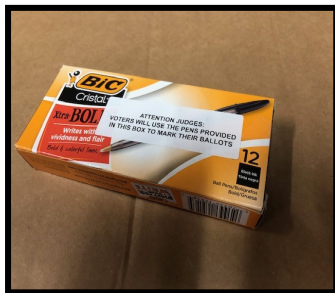
FORM C-425-UNI
Library Systems LLC
v03

C-42G UNI STATEMENT OF
BALLOT FORM
GENERAL ELECTION
3 PART FORM

PRECINCT SUPPLY BAG (FOUND IN THE BLUE PRECINCT BAG)



SB-1 SUPPLY BAG



BALLOT MARKING
PENS



BLACK
PENS



RED
PENS



BALLOT BOX SEALS



SCISSORS



HIGHLIGHTER



RUBBER BANDS



MASKING
TAPE



BLUE
SECURITY
LOCKS



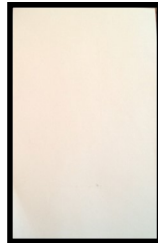
BINDER CLIPS
USED TO ATTACH
SIGNS TO VOTING
BOOTHES



RUBBER
FINGERS



THUMB
TACKS



WRITING
PAD



EXTRA
SPINDLES &
FASTENERS



LETTER OPENER



I VOTED STICKERS



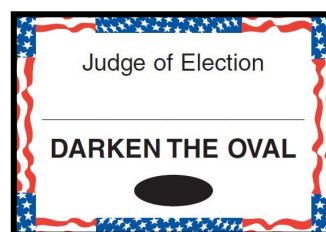
DRY ERASE MARKER
FOR DEMONSTRATION



SCOTCH TAPE



KLEENEX



JUDGES NAME
BADGE

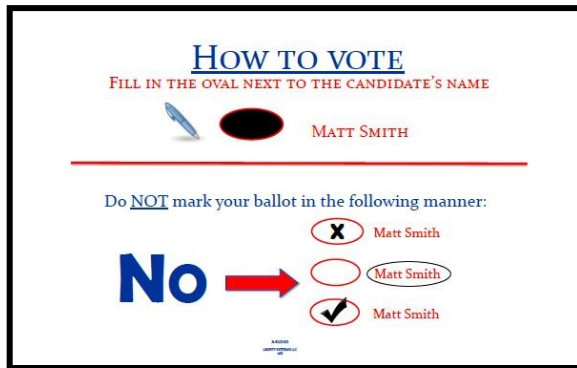


TABULATOR
CLEANING KIT

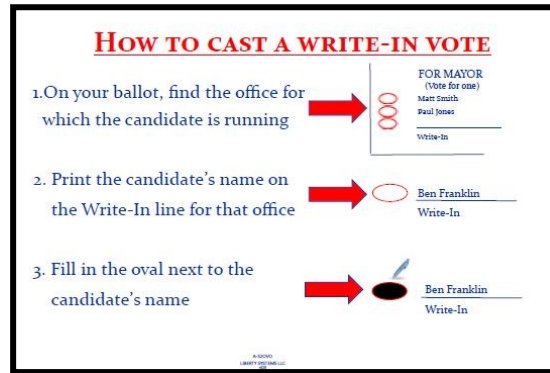
**RED POLLING PLACE BAG
(FOUND WITH POLLING PLACE SUPPLIES)**



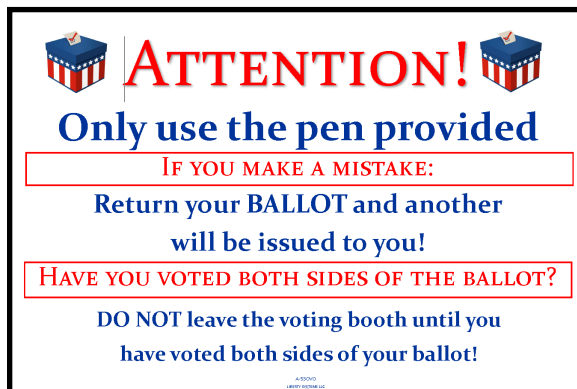
**THE RED POLLING PLACE BAG CONTAINS
THE FOLLOWING INSTRUCTIONAL SIGNS**



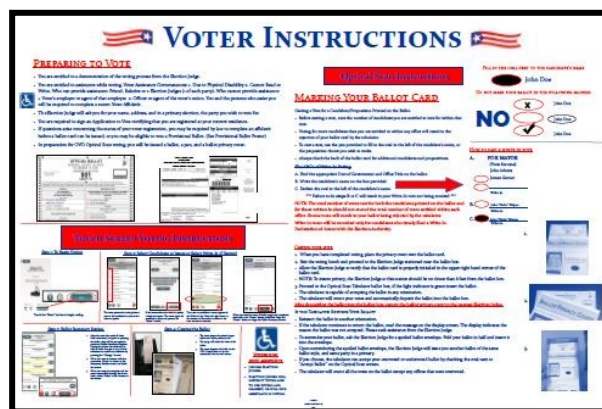
A-51OVO
HOW TO VOTE SIGN



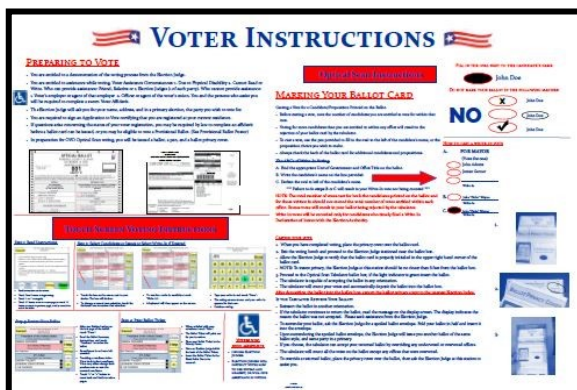
A-52OVO
HOW TO CAST A WRITE-IN
VOTE POSTER



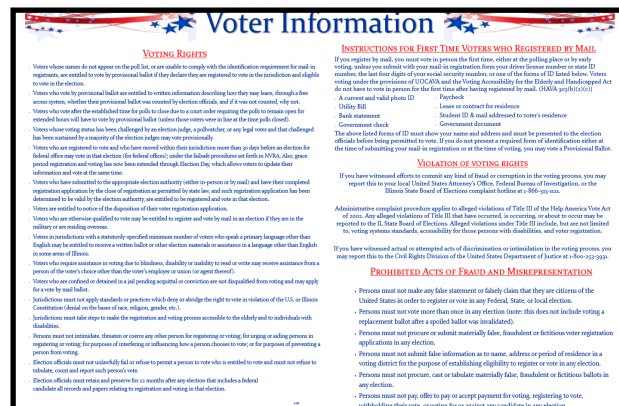
A-53OVO
TABULATOR ATTENTION
VOTERS POSTER



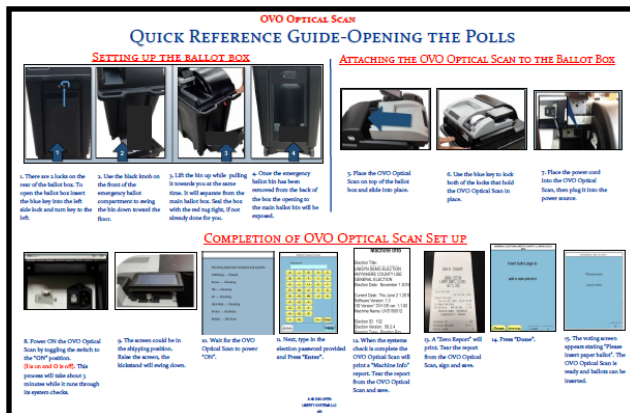
A-56FVT
VOTER INSTRUCTION POSTER
(FVT Touchscreen Users)



A-56UNI
VOTER INSTRUCTION POSTER
(OVI Touchscreen Users)

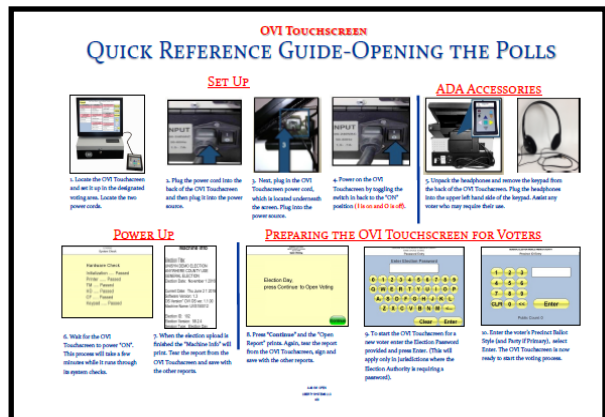


A-98
INFORMATION AND
SERVICES POSTER

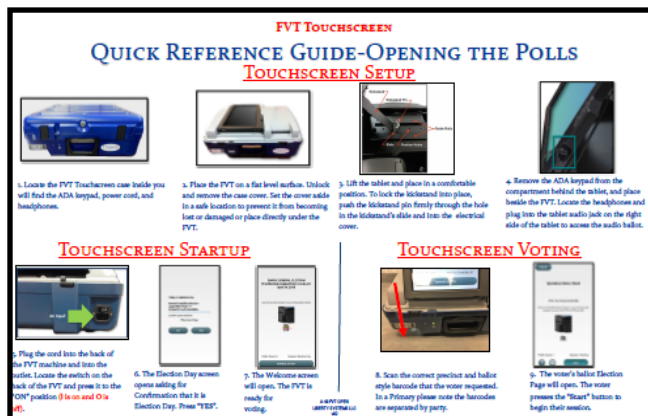


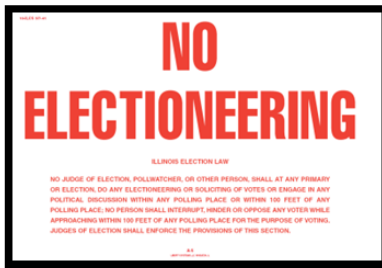
A-49 OVO TABULATOR OPEN POLLS

A-49 OVI TOUCHSCREEN OPEN POLLS



A-49 FVT TOUCHSCREEN OPEN POLLS





A-5 NO
ELECTIONEERING
SIGN



A-8 NO SMOKING SIGN



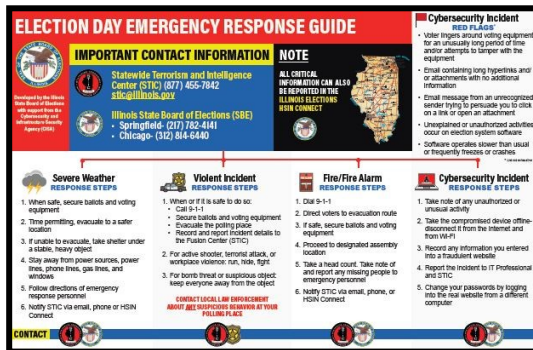
A-50
HANDICAP
SIGN



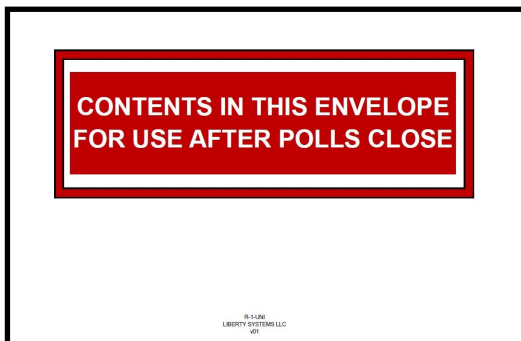
A-4 POLLING PLACE
SIGN



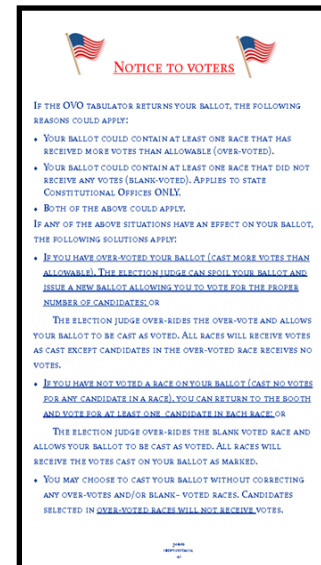
A-3 NO GUNS SIGN



EMERGENCY RESPONSE
GUIDE

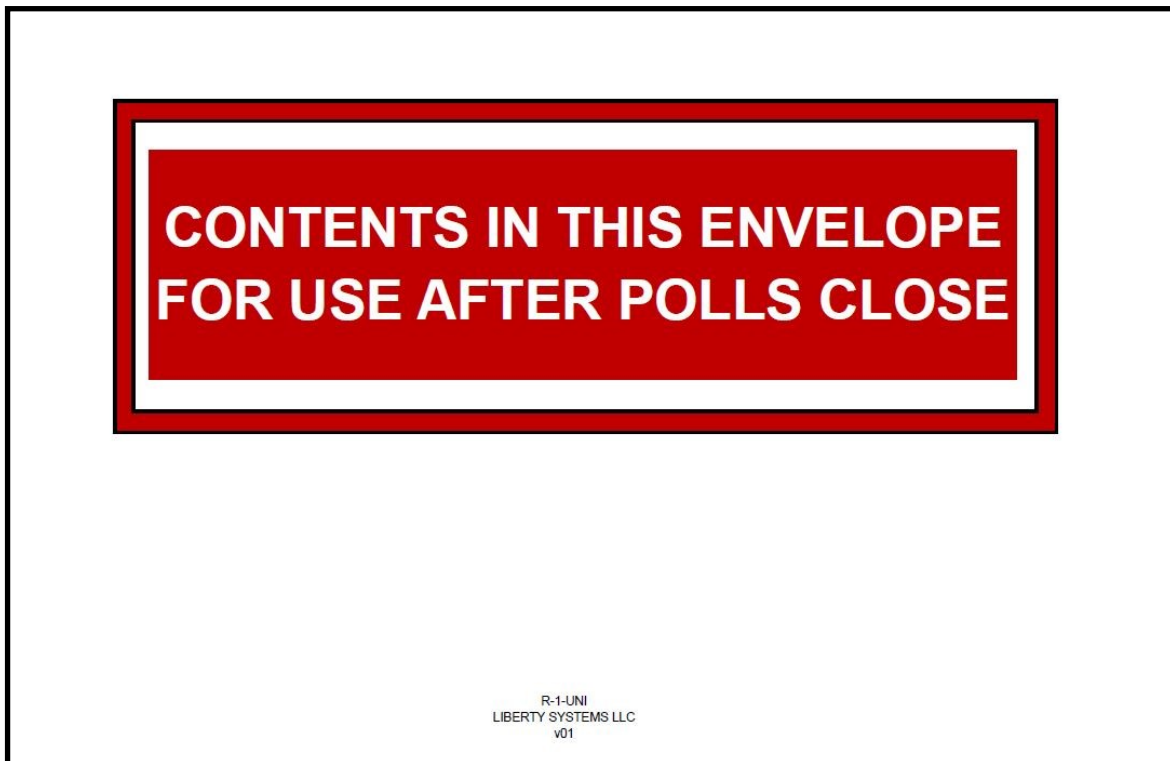


R-1 FOR USE AFTER POLLS
CLOSE ENVELOPE

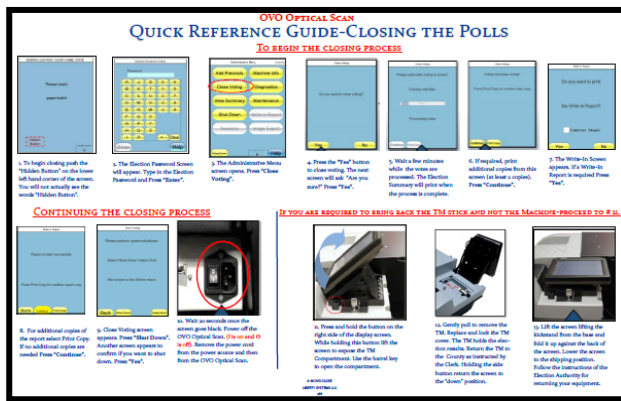


A-54 NOTICE TO
VOTERS (USED IN
ELECTIONS INVOLVING
STATE
CONSTITUTIONAL RACES

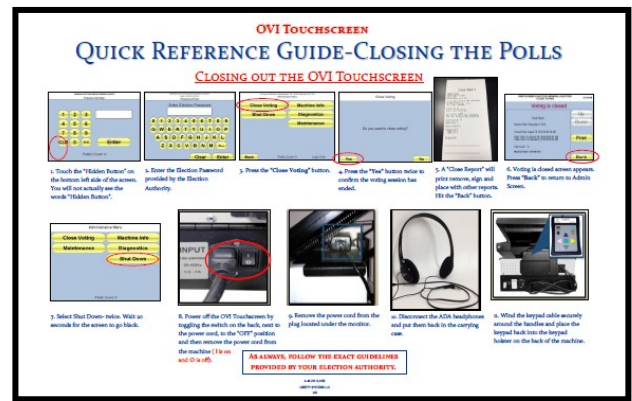
**R-1 FOR USE AFTER POLLS CLOSE ENVELOPE
(FOUND INSIDE THE RED POLLING PLACE BAG)**



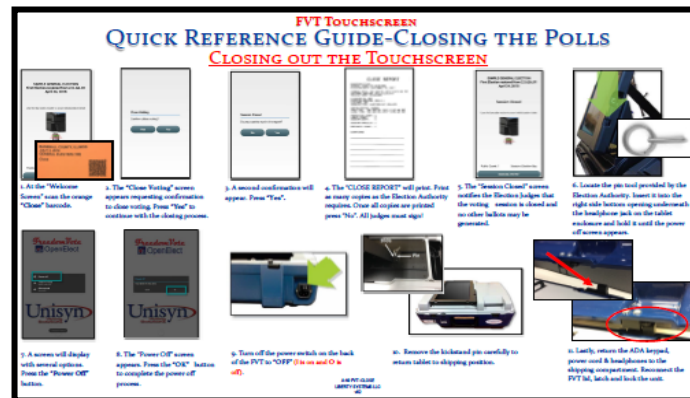
**WHITE ENVELOPE WITH RED LABEL CONTAINS
THE FOLLOWING PAPERWORK**



A-49 OVO TABULATOR
CLOSING THE POLLS



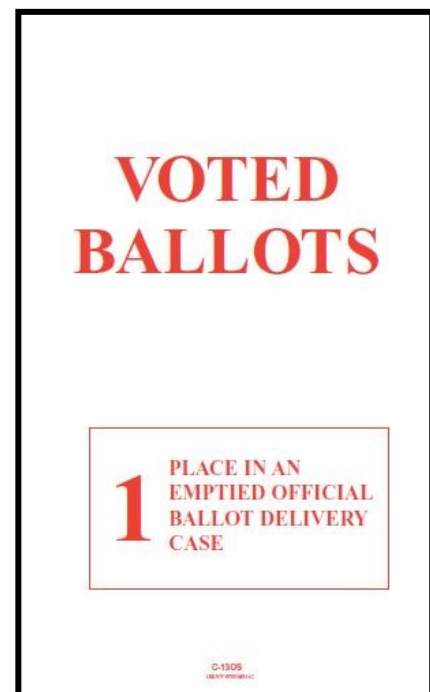
A-49 OVI TOUCHSCREEN
CLOSING THE POLLS



A-49 FVT TOUCHSCREEN
CLOSING THE POLLS



C-17 ELECTION
OFFICIAL SIGN



C-130S VOTED
BALLOTS COVER