



INSPECTOR TRAINING

NOVEMBER 5, 2024, GENERAL ELECTION

We will begin shortly,
thank you for being here!

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WELCOME



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WHAT YOU SHOULD HAVE IN FRONT OF YOU

DECLARATION OF PRECINCT WORKERS
California Elections Code §12321

State of California } ss.
County of San Luis Obispo }

I do hereby solemnly declare that I will support the Constitution of the United States and the Constitution of the State of California, and that I will to the best of my ability, faithfully discharge the duties of precinct board member for polling place or vote center _____ for the election to be held on November 5, 2024.

Signed in the presence of _____
on _____, 2024.

Declaration of Inspector

PLACE IN ELECTION NIGHT RETURN ZIP BAG

PRECINCT BALLOT STATEMENT
(Elections Code §14405, 14421, 15271, 15275)

PRECINCT # 101

1. Total number of PRECINCT BALLOTS:

BALLOT TYPE	# OF BALLOTS ISSUED
1	
2	
LINE 1 Total # of Ballots	

2. Total NUMBER of VOTERS who SIGNED Roster (from Voter Tally Sheet) Line 2 _____

3. Number of VOTED ballots.

a. Number of voted Precinct ballots Line 3a _____

b. Number of voted ICX ballots Line 3b _____

4. TOTAL of Line 3a and Line 3b Line 4 _____

5. Number of SPOILED ballots Line 5 _____

6. TOTAL of Line 3a and Line 5 Line 6 _____

7. DIFFERENCE between numbers on Line 1 and Line 6 Line 7 _____
(This is the total of UNVOTED BALLOTS)

Explanation for the difference, if any, between Line 2 and Line 4.

Precinct Ballot Statement

PRECINCT WORKER TRAINING EVALUATION

Date of Training: _____ Name of Instructor: _____

Assigned Position (circle one): **PRECINCT WORKER** INSPECTOR

Thank you for participating in our Precinct Worker Training Class. Your feedback is important to us as we strive to improve our future training sessions. Please take a few moments to share your thoughts. Unless you provide your name or phone number, these evaluations will remain anonymous.

Contact Information (optional)

Your Name: _____
Phone Number: _____
Email: _____

Please respond to the statements below by marking an "X" in the appropriate box:

After today's training class, I can...	Confident	Somewhat Confident	Not Confident
Assist in opening and closing a polling center			
Assist voters with disabilities or voters who don't understand English			
Direct a voter to the correct Ballot Box			
Process a voter in line as a "Roster Clerk"			
Issue a voter a Precinct ballot as a "Ballot Clerk"			
Process a Provisional voter			
Show a voter how to mark their ballot on an ImageCast X Ballot Marking Device			

Training Evaluation

QUESTIONS?

Question Sheet



Pen



WHAT TO EXPECT FROM THIS TRAINING

Learn/Review the basics of every position at the polling location

Learn/Review Opening and Closing Procedures

Become comfortable with Election Day rules, procedures, and laws

Learn how to serve, accommodate, and process voters



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INSPECTOR TRAINING

THE MISSION OF A PRECINCT WORKER

1

*To help every registered
voter cast a ballot*



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THE MISSION OF A PRECINCT WORKER

2

*To ensure each ballot is
safely secured until it
can be counted*



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THE MISSION OF A PRECINCT WORKER

3

*To provide a witness to
the accuracy and
integrity of the election
process*



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THE CALIFORNIA VOTER BILL OF RIGHTS

*Every voter
should know
their rights!*



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Code of Conduct

Remember that you represent the San Luis Obispo County Elections Division.

Please always be professional and courteous while serving the voters of San Luis Obispo County.

Be punctual when arriving to work and returning from break.

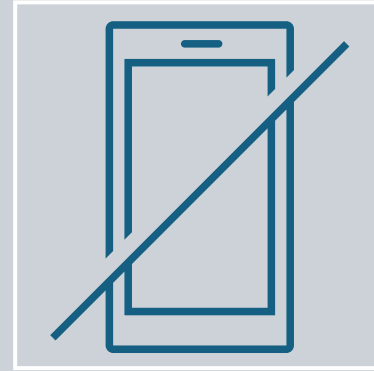
Perform tasks as assigned by the Precinct Inspector.

Remain at the polling place during your shift unless directed elsewhere by a San Luis Obispo County Elections Official.

Do not leave until all closing/clean-up procedures are completed.



Code of Conduct Continued



Phones should be kept silent and should not be used in a way that is distracting or disruptive to voters or polling place staff.



Any conversation that is political in nature—about measures, initiatives, political party activities, political party philosophy, voting activities of individuals or groups—is prohibited.

Quick Note About Dismissal

Zero Tolerance for working under the influence of illegal drugs or alcohol.

Respect is Mandatory: Any insensitivity or disrespect toward voters or fellow precinct workers is grounds for removal.

Election Integrity: Actions threatening the voting process or infringing on voter rights will lead to dismissal and potential exclusion from future elections.

Impartiality: Precinct workers must treat all voters with respect and remain neutral toward any party, issue, or candidate.



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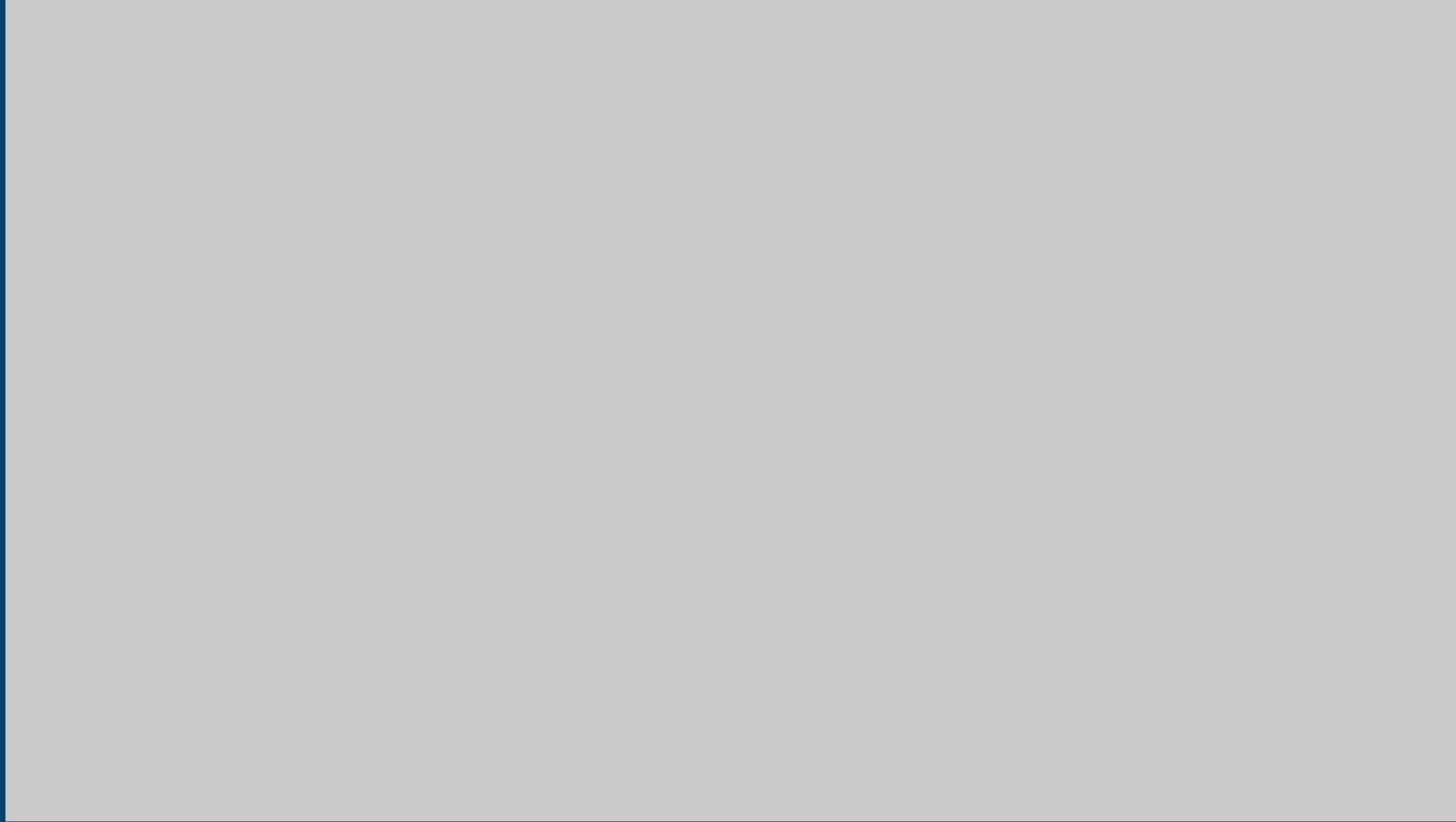
WHAT IS YOUR ROLE IN SECURING CALIFORNIA'S ELECTIONS?



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BUT FIRST, A QUICK VIDEO



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THE ROSTERCLERK

“A voter’s first point of contact”

Key Responsibilities:

- To greet voters
- To verify their name and address
- To complete Vote -by-Mail Ballot Status log
- To have voters sign the roster
- To complete the Line # Tracker/Voter Tally hourly
- To determine if a voter needs to vote Provisionally

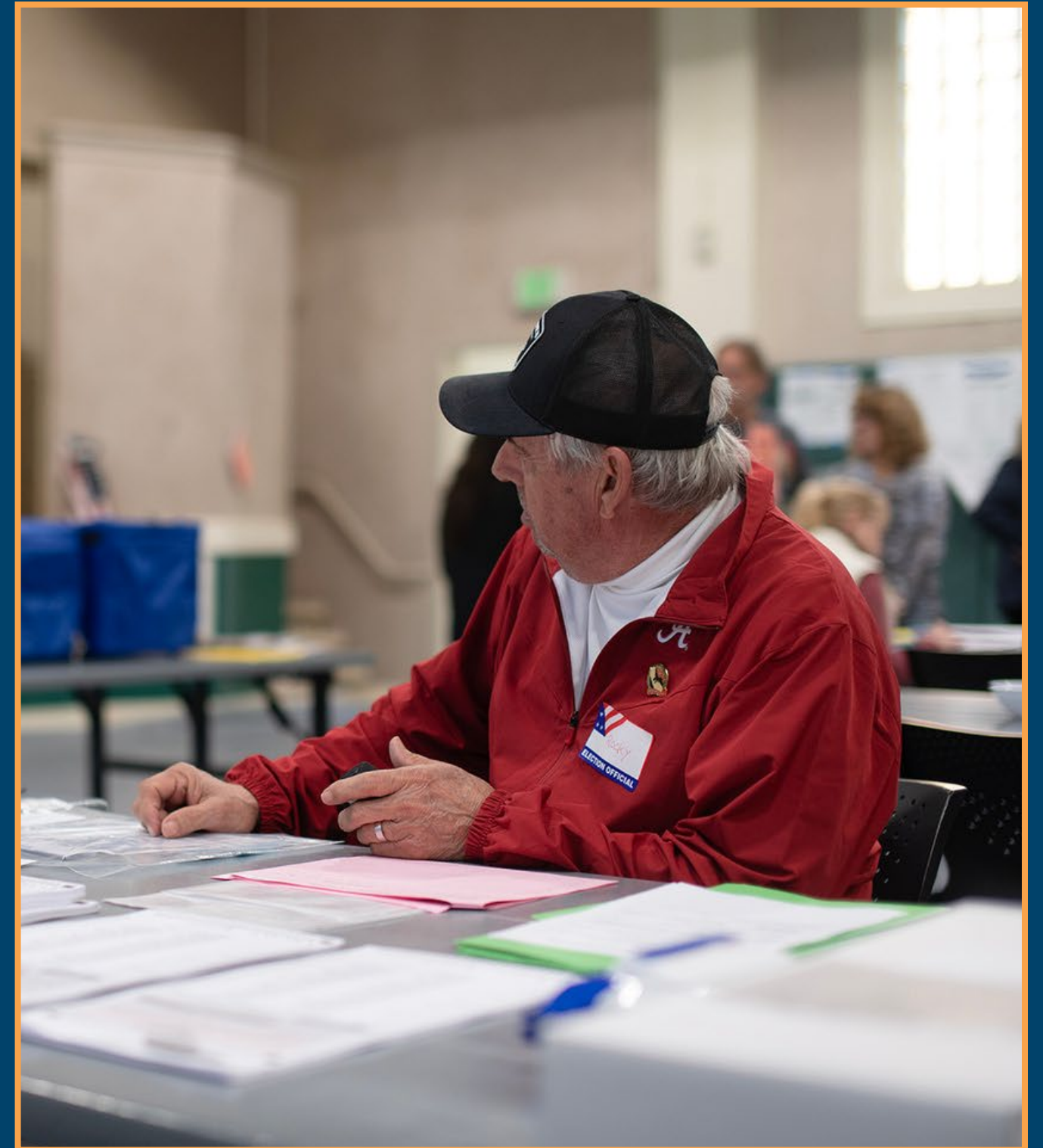




THE BALLOT CLERK

Key Responsibilities:

- To issue voters a ballot, secrecy sleeve, and black or blue pen
- To inform voters how to complete a ballot, and what to do if a mistake is made
- To inform voters where to return their completed ballot, pen, and secrecy sleeve when finished
- To inform the Inspector if a voter wishes to use the Ballot Marking Device (BMD)





THE BALLOT BOX CLERK

Key Responsibilities:

- To insert voted ballots into the correct precinct & color ballot box, ensuring voters remove the ballot stub before handing them to you in a secrecy sleeve
- To complete the ballot tally for the precinct and provisional ballot boxes
- To give out 'I Voted' stickers





THE PROVISIONAL CLERK

Key Responsibilities:

- To inform voters and answer questions about provisional voting
- To assist voters in completing the information on the provisional envelope
- To fill out the provisional roster
- To issue voters a provisional ballot
- To update the provisional voter tally





THE ICX CLERK

Typically, the Inspector

Key Responsibilities:

- To inform voters about the ImageCast X Ballot Marking Device (BMD) and answer any questions
- To issue voters an ICX activation slip and secrecy sleeve, and activate their ballot
- To update the ICX voter tally
- To show voters how the ICX is used
- To set up accessibility devices if requested





HIGH SCHOOL STUDENT CLERKS



Our office runs a program with local public & private high schools allowing students to serve as High School Student Clerks on election day.

High School Student Clerks:

- attend precinct worker training
- get compensated and/or receive service hours
- assist Inspectors and Precinct Workers at precincts around the County



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Drive Up Ballot Drop -Off

- Some polling locations will have a Drive-Up Ballot Drop Off
- Students can be assigned to this role as long as there is always one adult with them





AND THEN THERE'S YOU!

THE INSPECTOR

Key Responsibilities:

- To be the on -site representative for the SLO County Elections Office
- To answer questions from voters and Precinct Workers
- To organize shifts & breaks, and communicate
- To ensure election procedures are followed accurately and communicate with the SLO Elections Office when issues arise



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THE LEAD INSPECTOR

Polling locations with more than (1) consolidated precinct will have a Lead Inspector whose responsibilities are:

- To contact the polling location one week in advance to ensure access to the facility the day before Election Day for setup and the day of Election Day
- To unlock and lock the polling facility on Election Day
- To be the on -site representative for the SLO County Elections Office





THE PRECINCT ASSISTANT

Key Responsibilities:

- To travel between a set of polling locations and ensure all precincts are in compliance with California Elections Code and County election procedures
- To respond to escalated voter conflicts and acts of attempted electioneering
- To help improve voter service, and find ways to make polling locations run efficiently





SUPPLY PICKUP – 1475 Kansas Avenue, SLO

Thursday	Friday	Saturday
October 31 st	November 1 st	November 2 nd
10:00am – 3:00pm	11:00am – 4:00pm	9:00am – 2:00pm



INVENTORY SUPPLIES

Inventory supplies using checklists on tubs and envelopes

Call Precinct Assistant if missing any items prior to Election Day

INSPECTOR SUPPLIES ZIP BAG

Staff Initials √	Inspector Initials √	ITEM	DESCRIPTION/NOTES/USE
		ADA Mitigation Instructions	You will only have this if your facility needs mitigation. Pictures of where mitigation is needed.
		Ballot Box Assembly Instructions (1)	Instructions for assembling the ballot boxes
		Challenged Vote Procedure (1)	For reference
		Clerk Duties Quick Guides (1 copy per clerk position)	Brief overviews of individual clerk duties and procedures
		Disability Sensitivity Notice (1)	For precinct workers to be aware of voters with disabilities.
		Election Observer Rules (1)	Details rules for polling place observers
		Election Officer's Digest (1)	Elections laws for reference
		Emergency Procedure Manual (1)	Procedures and information in the event of an emergency.
		Payroll Sheet (1)	Must be completed for precinct workers to be paid. Needs to be signed by every precinct worker at a precinct.
		Inspector's Notepad (1 pad)	To send notes to the Clerk-Recorder's office noting supplies issues or suggestions on future poll operation procedures. Anything that the Clerk's office should be aware of.
		Address Change Forms (Pad of 25)	Use if a voter wants to change their address.





PREPARING THE ROSTER





PREPARING THE ROSTER

XREF NUM	VOTER NAME AND ADDRESS	SIGNATURE (VOTE BY MAIL / ID REQ'D)	BALLOT	REGISTRATION NUMBER
13	Marge Simpson 742 Evergreen Terrace, CA 93401	Returned VBM	002	123456789A
14	Fred Flinstone 301 Cobblestone Way, CA 93401	Inactive Voter	002	987654321B
15	Elroy Jetson Venus 1234, CA 93401	Issued VBM Ballot / ID Req'd	002	963852741C
11	Betty Boop 123 Sweet Street, CA 93401	Issued VBM Ballot	002	05BT402255

Combined:

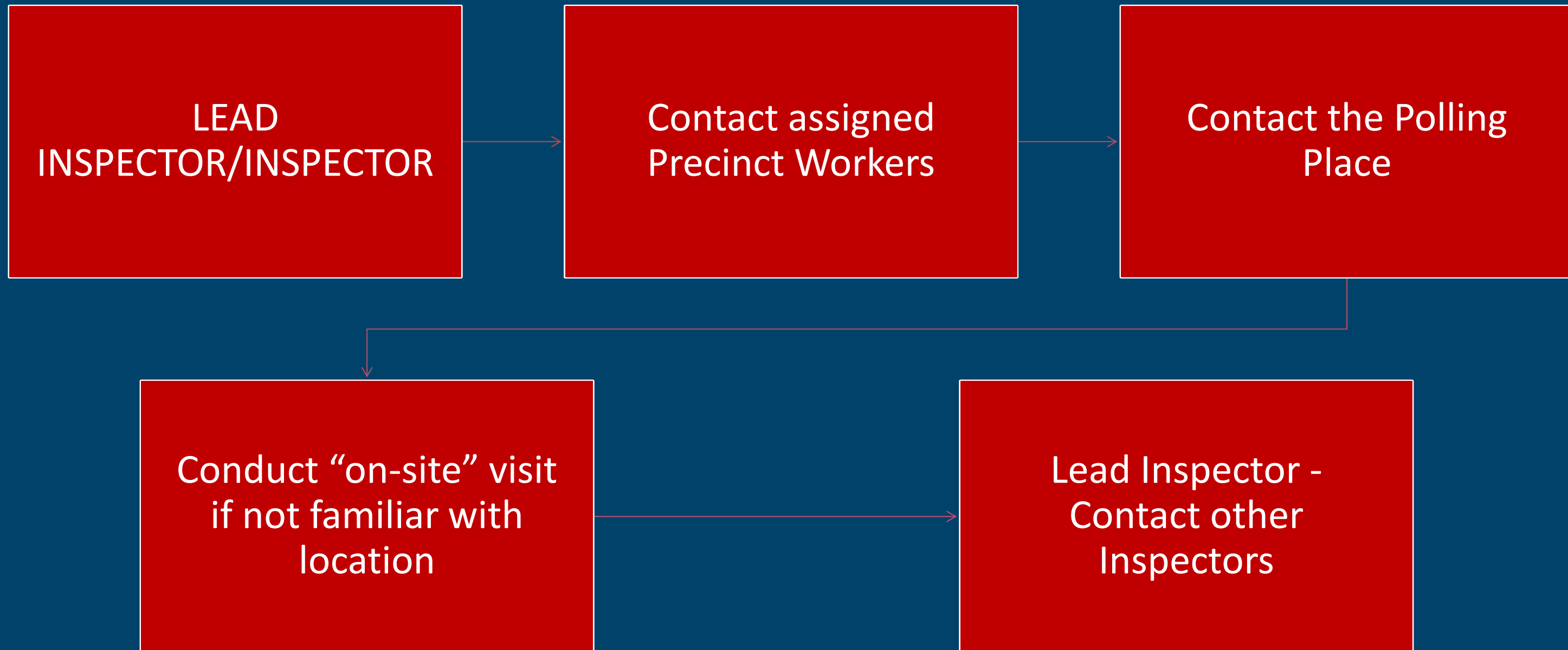
- Alpha listing of all registered voters as of the print date

Supplemental:

- This roster is generated as an update to only include voters with updated information



CONTACTING YOUR PRECINCT WORKERS & POLLING PLACES





THE INSPECTOR

THE DAY BEFORE ELECTION DAY

Contact Precinct Workers and ask for assistance setting up the polling place

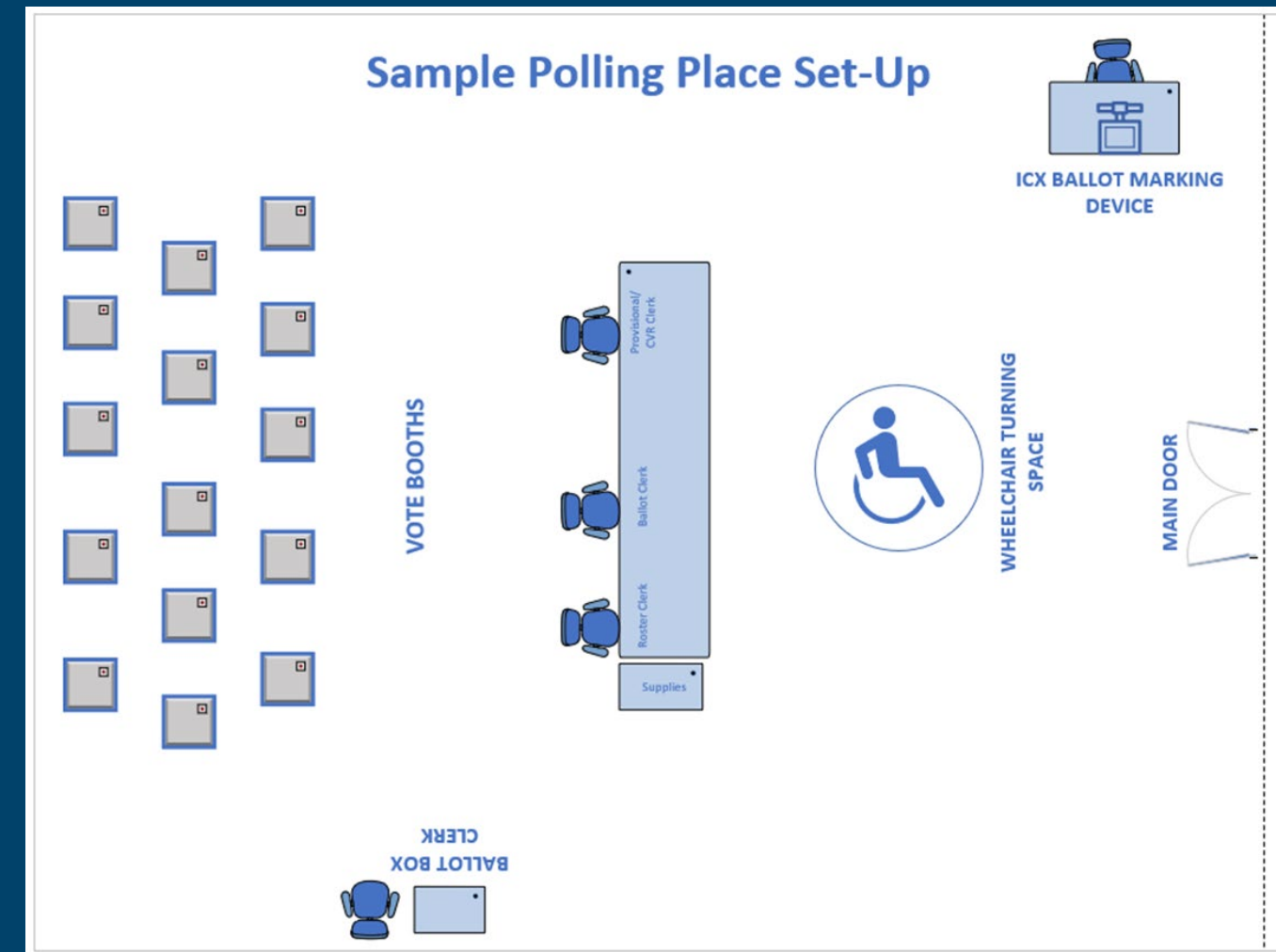
Pre-Election Day Tasks (Monday before Election Day):

- Display inside notices and signs (e.g., facsimile ballot)
- Set up precinct table and chairs
- Arrange voting booths for privacy
- Set up ICX – Accessible Ballot Marking Device

Items to Keep with Inspector Overnight:

- Precinct and Provisional Ballots
- Secrecy Sleeves
- ICX Ballot Stock
- Ballot Boxes
- Indexes, Rosters, and Tally Sheets
- Provisional Envelopes
- Cell phones
- Clerk Procedures

Critical: These items ensure smooth operation in case of facility access issues on Election Day.



ICX INITIAL SETUP



5-Minute Question Time





ELECTIONDAY AT THE POLLING LOCATION



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EMERGENCY SET-UP

SET UP A PRECINCT TABLE OUTSIDE THE
POLLING PLACE FACILITY TO PROCESS VOTERS



**CONTINUE TO PROCESS VOTERS NORMALLY
AND TRANSFER INSIDE THE FACILITY WHEN
YOU ARE ABLE**



POLLING LOCATION HOURS

The polling location serves Voters

from:

7:00 AM

T
O

8:00 PM

Arrive no later than 6:15 AM for setup

The polling location will remain open until the last Voter in line by 8:00 PM has voted.



POLLING LOCATION BREAKS

*Take care of
yourself on
Election Day!*

FULL DAY

(2) 30-minute breaks

HALF DAY

(2) 15-minute breaks

- Breaks must be staggered to maintain adequate coverage at the polling location
- If you are eating, or on your phone during your break, please be out of sight of voters



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DECLARATION AND PAYROLL SHEET

Each Precinct Worker must sign the Election Officer Declaration and Payroll Roster prior to starting your shift.

Inspectors should have these documents ready for everyone to sign.

DECLARATION OF ELECTION OFFICERS OR DECLARATION OF PRECINCT WORKERS

On the day of election and before entering upon the performance of duties, each of the precinct board members shall sign a declaration of intention to faithfully discharge the duties of an election officer. The declaration shall be signed before any member of the precinct board. The form for each of these declarations shall be provided in the roster for the precinct. (Elections Code Section 12321)

STATE OF CALIFORNIA (County of San Luis Obispo)

I do hereby solemnly declare that I will support the Constitution of the United States and the Constitution of the State of California and that I will to the best of my ability; faithfully discharge the duties of inspector or precinct board member (as indicated below)

SIGNED BY:	SIGNED IN THE PRESENCE OF:	ON:	SIGNED BY:	SIGNED IN THE PRESENCE OF:	ON:
_____ Inspector	_____ Witness	_____ Date	_____ Clerk	_____ Witness	_____ Date
_____ Inspector (if necessary)	_____ Witness	_____ Date	_____ Clerk	_____ Witness	_____ Date
_____ Clerk	_____ Witness	_____ Date	_____ Clerk	_____ Witness	_____ Date

PAYROLL - Please put in Election Night Return Envelope Con

Please have **all** workers complete below:

Print Name	Signature	Mailing Address	Phone Number	AM, PM, or FULL day shift?	Are you part of Adopt-a-Poll? (Y/N)



Let's Finish Setting Up



Workstation Setup:

Tape appropriate instructions to each table (Roster Clerk, Ballot Clerk, Provisional Clerk).

• **Additional Setup:**

- Hang outside indexes at the outermost doors.
- Display flag outside with blue/white stars in the top left corner.
- Place "VOTE HERE" directional signs.
- ADA signage for accessible entrances (if needed).
- Post "100 feet No Electioneering" signs.
- Tape Ballot Box Tally Sheet to Ballot Box.



Roster Clerk Duties:

Set up Roster, Vote-by-Mail Ballot Status Log, ID Required Notice, pink Provisional Envelopes, blue Vote-by-Mail Replacement Envelopes, Signature Guide Cards, pens, and Line Number Tracker/Voter Tally.



Ballot Clerk Duties:

Prepare poll ballots (check "**Precinct**" in top left corner), Certified Write-In List (if applicable), and ICX Ballot Issuance Slips.

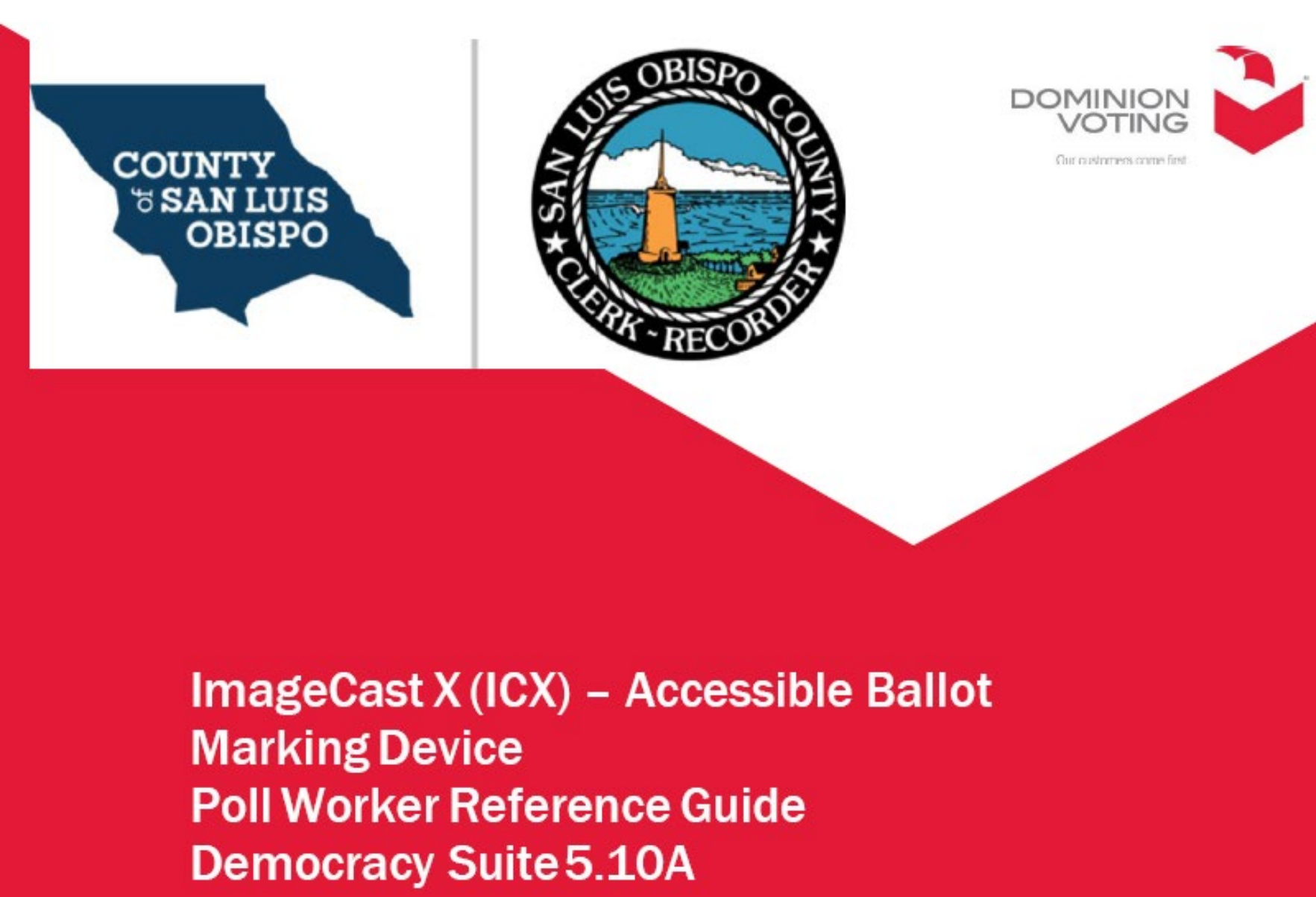


Provisional Clerk Duties:

Organize Provisional Ballots (verify "**Provisional**" label), Provisional Roster, "I Voted" stickers, labels, Signature Verification Letters, and pens.

Keep blue Vote-by-Mail and pink Provisional Ballot Bags open for the first voter.

ICX SET UP ImageCastX – Accessible Ballot Marking Device



ImageCast X (ICX) – Accessible Ballot Marking Device
Poll Worker Reference Guide
Democracy Suite 5.10A



SEALSAND CERTIFICATES

- 1.PRECINCT BALLOTS SEAL CERTIFICATE & CHAIN OF CUSTODY - GREY
- 2.VOTE-BY-MAIL BALLOTS SEAL CERTIFICATE & CHAIN OF CUSTODY – BLUE
- 3.PROVISIONAL BALLOTS SEAL CERTIFICATE & CHAIN OF CUSTODY – PINK
- 4.UNVOTED PRECINCT BALLOTS TAMPER-EVIDENT SEAL CERTIFICATE – GREY
- 5.UNVOTED PROVISIONAL BALLOTS TAMPER-EVIDENT SEAL CERTIFICATE - PINK
- 6.ICX BALLOT STOCK POUCH ZIP TIE SEAL CERTIFICATE – GREEN
- 7.SPOILED & SURRENDERED BALLOTS CANVAS BAG ZIP TIE SEAL CERTIFICATE – YELLOW
- 8.OUTSIDE DROP OFF VOTE-BY-MAIL BALLOTS SEAL CERTIFICATE & CHAIN OF CUSTODY - BLUE





Opening the Polls

OPENING THE POLLS

- First Voter Procedure: **Precinct Ballot Boxes**
 - Open the Ballot Box for the first voter, who will verify the Ballot Box is EMPTY.



The Inspector will then complete the “Precinct Ballots Seal Certificate & Chain of Custody” document (Form #1) and one Precinct Worker will verify, place it inside the ballot box, and seal the Ballot Box shut **BEFORE** the voter places ballot in the Ballot Box.

TWO-SIDED DOCUMENT #1

COUNTY OF SAN DIEGO
PRECINCT BALLOTS SEAL CERTIFICATE & CHAIN OF CUSTODY
OPENING

PRECINCT# _____

OPENING THE POLLS INSPECTOR CERTIFICATION
Place certificate inside Precinct Ballot box after completion.
I, _____ (Precinct Inspector Signature) DO HEREBY CERTIFY
the Precinct Ballot box lid was secured with zip tie seal number _____
VERIFIED BY: _____ (Precinct Worker's Signature)

AFTER POLLS CLOSE INSPECTOR CERTIFICATION
I, _____ (Precinct Inspector Signature) DO HEREBY CERTIFY
the Precinct Ballot Box lid zip tie seal was broken to retrieve voted ballots after the polls closed at _____
(write in time) and the removed zip tie seal number was _____
VERIFIED BY: _____ (Precinct Worker's Signature)

TWO INDIVIDUALS ARE REQUIRED IF THE PRECINCT BALLOT BOX SEAL NEEDS TO BE OPENED PRIOR
TO THE CLOSE OF POLLS - Complete the bottom of this certificate with an explanation.
I, _____ (INSPECTOR or Precinct Assistant's Signature)
DO HEREBY CERTIFY that Precinct Ballot Box lid zip tie seal number _____ was
replaced with a new zip tie seal number _____ at _____ (write the
time seal was replaced).
VERIFIED BY: _____ (Precinct Inspector or Precinct Assistant Signature)
Why was the Precinct Ballot Box lid seal removed and replaced? Please write the names of the
workers present.

A yellow arrow points from the right side of the form towards the center, highlighting the 'PRECINCT BALLOTS SEAL CERTIFICATE & CHAIN OF CUSTODY' title.

OPENING THE POLLS

- First Voter Procedure: **Provisional and Vote-by-Mail Ballot Boxes**



- Do the same empty box inspection and complete the appropriate certificate, but **DO NOT** put the certificate into the box before sealing. **Return those certificates to the Seals & Certificate Envelope until the polls close.**

TWO-SIDED DOCUMENT #2

COUNTY OF SAN LUIS OBISPO

VOTE-BY-MAIL BALLOTS SEAL CERTIFICATE & CHAIN OF CUSTODY

OPENING

PRECINCT# _____

OPENING THE POLLS INSPECTOR CERTIFICATION

Place certificate back into Seals & Certificate Envelope and complete Closing side after polls close.

I, _____ (Precinct Inspector Signature)

DO HEREBY CERTIFY the Vote-By-Mail Ballot box lid was secured with zip tie seal number _____

VERIFIED BY: _____ (Precinct Worker's Signature)

TWO INDIVIDUALS ARE REQUIRED IF THE VOTE-BY-MAIL BALLOT BOX SEAL NEEDS TO BE OPENED PRIOR TO THE CLOSE OF POLLS - Complete the bottom of this form with an explanation.

I, _____ (INSPECTOR or Precinct Assistant's Signature)

DO HEREBY CERTIFY that Vote-By-Mail Ballot Box lid zip tie seal number _____ was replaced with a new zip tie seal number _____ at _____ (write the time seal was replaced).

VERIFIED BY: _____ (Precinct Inspector or Precinct Assistant Signature)

Why was the Vote-By-Mail Ballot Box lid seal removed and replaced? Please write the names of the workers present.

TWO-SIDED DOCUMENT #3

COUNTY OF SAN LUIS OBISPO

PROVISIONAL BALLOTS SEAL CERTIFICATE & CHAIN OF CUSTODY

OPENING

PRECINCT# _____

OPENING THE POLLS INSPECTOR CERTIFICATION

Place certificate back into Seals & Certificate Envelope and complete Closing side after polls close.

I, _____ (Precinct Inspector Signature)

DO HEREBY CERTIFY the Provisional Ballot Box lid was secured with zip tie seal number _____

VERIFIED BY: _____ (Precinct Worker's Signature)

TWO INDIVIDUALS ARE REQUIRED IF THE PROVISIONAL BALLOT BOX SEAL NEEDS TO BE OPENED PRIOR TO THE CLOSE OF POLLS - Complete the bottom of this form with an explanation.

I, _____ (INSPECTOR or Precinct Assistant's Signature)

DO HEREBY CERTIFY that Provisional Ballot Box lid zip tie seal number _____ was replaced with a new zip tie seal number _____ at _____ (write the time seal was replaced).

VERIFIED BY: _____ (Precinct Inspector or Precinct Assistant Signature)

Why was the Provisional Ballot Box lid seal removed and replaced? Please write the names of the workers present.

SPOILED BALLOTS

Roster and Provisional Clerk



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**SPOILED PRECINCT BALLOT
DO NOT COUNT**

PRECINCT BT-39

19TH/24TH CONGRESSIONAL, 17TH/21ST SENATE, AND 30TH/37TH ASSEMBLY DISTRICTS

INSTRUCTIONS FOR VOTING: To vote for a candidate, completely fill in the voting target next to the candidate's name or the word "Yes" or "No". To vote for a qualified write-in candidate, write the name in the blank space provided and fill in the voting target. If you make a mistake, you may mark an X over the oval filled in error like this: ✘, and mark the oval of your choice, or you may request a new ballot. A mistake in one contest does not affect the rest of the ballot. Make sure your vote counts. Use a blue or black ballpoint pen and do not select more candidates than the number to be elected. You may vote in as many or as few contests as you want.

PARTY-NOMINATED OFFICES	UNITED STATES REPRESENTATIVE	PROPOSITION 3
Candidates for these offices are the official nominee of the party displayed with their name.		
	District 24	3 CONSTITUTIONAL RIGHT TO MARRIAGE, LEGISLATIVE CONSTITUTIONAL AMENDMENT. Amends California Constitution to recognize fundamental right to marry, regardless of sex or race. Removes language in California Constitution stating that marriage is only between a man and a woman. Fiscal Impact: No change in revenues or costs for state and local governments. Supporters: Sierra Pacific Synod of The Evangelical Lutheran Church in America; Dolores Huerta Foundation; Equality California Opponents: Jonathan Keller, California Family Council; Rev. Tanner DiBella
PRESIDENT AND VICE PRESIDENT President And Vice President Vote for One Party	SALUD CARBAJAL Party Preference: Democratic Member of Congress <input type="radio"/> THOMAS COLE Party Preference: Republican Campaign Data Analyst <input type="radio"/>	
JILL STEIN For President Green <input type="radio"/> RUDOLPH WARE For Vice President <input type="radio"/>	STATE SENATOR	
	District 21	YES <input type="radio"/>
DONALD J. TRUMP For President Republican <input type="radio"/> JD VANCE For Vice President <input type="radio"/>	S. MONIQUE LIMÓN Party Preference: Democratic California State Senator <input type="radio"/>	NO <input type="radio"/>
CLAUDIA DE LA CRUZ For President Peace and Freedom <input type="radio"/> KARINA GARCIA For Vice President <input type="radio"/>	MEMBER OF THE STATE ASSEMBLY	PROPOSITION 4
	District 30	4 AUTHORIZES BONDS FOR SAFE DRINKING WATER, WILDFIRE PREVENTION, AND PROTECTING COMMUNITIES AND NATURAL LANDS FROM CLIMATE RISKS. LEGISLATIVE STATUTE. Authorizes \$10 billion in general obligation bonds for water, wildfire prevention, and protection of communities and lands. Requires annual audits. Fiscal Impact: Increased state costs of about \$400 million annually for 40 years to
KAMALA D. HARRIS For President Democratic <input type="radio"/> TIM WALZ For Vice President <input type="radio"/>	DAWN ADDIS Party Preference: Democratic State Assemblymember/Teacher <input type="radio"/>	
ROBERT F. KENNEDY JR. For President American Independent <input type="radio"/> NICOLE SHANAHAN For Vice President <input type="radio"/>	DALILA EPPERSON Party Preference: Republican Broadcast Journalist/Mom <input type="radio"/>	

SPOILED PROVISIONAL BALLOT

PROVISIONAL BT-39

19TH/24TH CONGRESSIONAL, 17TH/21ST SENATE, AND 30TH/37TH ASSEMBLY DISTRICTS

INSTRUCTIONS FOR VOTING: To vote for a candidate, completely fill in the voting target next to the candidate's name or the word "Yes" or "No". To vote for a qualified write-in candidate, write the name in the blank space provided and fill in the voting target. If you make a mistake, you may mark an X over the oval filled in error like this: ✘, and mark the oval of your choice, or you may request a new ballot. A mistake in one contest does not affect the rest of the ballot. Make sure your vote counts. Use a blue or black ballpoint pen and do not select more candidates than the number to be elected. You may vote in as many or as few contests as you want.

PARTY-NOMINATED OFFICES	UNITED STATES REPRESENTATIVE	PROPOSITION 3
Candidates for these offices are the official nominee of the party displayed with their name.		
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PRESIDENT AND VICE PRESIDENT President And Vice President Vote for One Party	SALUD CARBAJAL Party Preference: Democratic Member of Congress <input type="radio"/> THOMAS COLE Party Preference: Republican Campaign Data Analyst <input type="radio"/>	
JILL STEIN For President Green <input type="radio"/> RUDOLPH WARE For Vice President <input type="radio"/>	STATE SENATOR	YES <input type="radio"/>
	District 21	NO <input type="radio"/>
DONALD J. TRUMP For President Republican <input type="radio"/> JD VANCE For Vice President <input type="radio"/>	S. MONIQUE LIMÓN Party Preference: Democratic California State Senator <input type="radio"/>	PROPOSITION 4
CLAUDIA DE LA CRUZ For President Peace and Freedom <input type="radio"/> KARINA GARCIA For Vice President <input type="radio"/>	MEMBER OF THE STATE ASSEMBLY	4 AUTHORIZES BONDS FOR SAFE DRINKING WATER, WILDFIRE PREVENTION, AND PROTECTING COMMUNITIES AND NATURAL LANDS FROM CLIMATE RISKS. LEGISLATIVE STATUTE. Authorizes \$10 billion in general obligation bonds for water, wildfire prevention, and protection of communities and lands. Requires annual audits. Fiscal Impact: Increased state costs of about \$400 million annually for 40 years to
	District 30	
KAMALA D. HARRIS For President Democratic <input type="radio"/> TIM WALZ For Vice President <input type="radio"/>	DAWN ADDIS Party Preference: Democratic State Assemblymember/Teacher <input type="radio"/>	
ROBERT F. KENNEDY JR. For President American Independent <input type="radio"/> NICOLE SHANAHAN For Vice President <input type="radio"/>	DALILA EPPERSON Party Preference: Republican Broadcast Journalist/Mom <input type="radio"/>	

PRECINCT BT-39

OFFICIAL BALLOT
GENERAL ELECTION
Tuesday, November 5, 2024
SAN LUIS OBISPO COUNTY, CALIFORNIA
19TH/24TH CONGRESSIONAL, 17TH/21ST SENATE, AND 30TH/37TH ASSEMBLY DISTRICTS

INSTRUCTIONS FOR VOTING:
Marking the ballot outside of the designated space to vote for a candidate or measure may compromise the secrecy of the ballot. If you wrongly mark, tear, or deface this ballot, contact San Luis Obispo County Elections.

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**SPOILED ICX BALLOT
DO NOT COUNT**

President And Vice President Vote for JILL STEIN / RUDOLPH WARE (Green)	PROPOSITION 3 Vote for YES
United States Senator (Full Term) Vote for ADAM B. SCHIFF	PROPOSITION 4 Vote for YES
United States Senator (Partial Term) Vote for ADAM B. SCHIFF	PROPOSITION 5 Vote for YES
United States Representative District 24 Vote for SALUD CARBAJAL	PROPOSITION 6 Vote for YES
State Senator District 21 Vote for S. MONIQUE LIMÓN	PROPOSITION 32 Vote for YES
Member Of The State Assembly District 30 Vote for DAWN ADDIS	PROPOSITION 33 Vote for YES

TRACKING BALLOTS

of Ballots Received

of Ballots Deposited in the Ballot Box

of Spoiled Ballots

of Ballots Remaining

Tasks to do Throughout the Day

- Be sure that workers are taking their breaks.
- You may be answering lots of questions from the Precinct Workers, observers, or media.
- Check hourly to make sure the Ballot Box Tally Sheets are being used correctly.
- Check hourly to make sure the Line # Tracker/Voter Tally is being completed correctly.
- Make sure that voting booths are being cleaned periodically.
- Confirm that the Clerks are following processes correctly.
- Confirm that any Provisional and Vote-by-Mail envelopes are being filled out correctly.



SLOVOTE.COM

Vote-By-Mail Process

TWO-SIDED DOCUMENT #2

COUNTY OF SAN LUIS OBISPO

VOTE-BY-MAIL BALLOTS SEAL CERTIFICATE & CHAIN OF CUSTODY

OPENING ←

PRECINCT# _____

OPENING THE POLLS INSPECTOR CERTIFICATION

Place certificate back into Seals & Certificate Envelope and complete Closing side after polls close.

I, _____ (Precinct Inspector Signature)

DO HEREBY CERTIFY the Vote-By-Mail Ballot box lid was secured with zip tie seal number _____

VERIFIED BY: _____ (Precinct Worker's Signature)

TWO INDIVIDUALS ARE REQUIRED IF THE VOTE-BY-MAIL BALLOT BOX SEAL NEEDS TO BE OPENED PRIOR TO THE CLOSE OF POLLS - Complete the bottom of this form with an explanation.

I, _____ (INSPECTOR or Precinct Assistant's Signature)

DO HERBY CERTIFY that Vote-By-Mail Ballot Box lid zip tie seal number _____ was replaced with a new zip tie seal number _____ at _____ (write the time seal was replaced).

VERIFIED BY: _____ (Precinct Inspector or Precinct Assistant Signature)

Why was the Vote-By-Mail Ballot Box lid seal removed and replaced? Please write the names of the workers present.

VOTING TWICE IN AN ELECTION IS A CRIME.

↓ **VOTER SIGN HERE IN INK** (Power of attorney is not acceptable) ↓

X *Melissa Garcia* ←

DATE 11/5/2024

If you are unable to sign, make your mark and have a witness sign below:

Witness X _____

I authorize the person below to return my ballot:

William Patel

Their name

William Patel

Their signature

Cousin

Relationship to voter

WHERE'S MY BALLOT?

Haven't signed up for ballot tracking?
It's not too late - Sign up at wheresmyballot.sos.ca.gov

Did you...

- Sign the voter's declaration in your own handwriting?
- Put your ballot in the envelope and safely seal it?
- Make a mistake on your ballot and want a new one?

If so, please contact the Elections Office for further instructions at 805-781-5228.



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Vote-By-Mail Process

No VBM ID Envelope

**Return Envelope
Official Ballot**
To be opened only by
Canvassing Board

**OFFICIAL
ELECTION MAIL**
Authorized by the U.S. Postal Service

San Luis Obispo County Elections
Vote-By-Mail Ballot Returned to the Polls Without the Return Envelope

VOTING TWICE IN AN ELECTION IS A CRIME.
VOTER SIGN HERE IN INK (Power of attorney is not acceptable)

Alexis Adele

DATE 11-05-2024

If you are unable to sign, make your mark and have a witness sign below:
Witness X _____

VOTER MUST SIGN THE SIGNATURE SPACE ON THE LEFT SIDE OF THE ENVELOPE AND COMPLETE THE INFORMATION BELOW.

PRINTED NAME Alexis Adele

RESIDENCE ADDRESS 1234 Main Street
San Luis Obispo, Ca 93401

**Return Envelope
Official Ballot**
To be opened only by
Canvassing Board

**OFFICIAL
ELECTION MAIL**
Authorized by the U.S. Postal Service

San Luis Obispo County Elections
Vote-By-Mail Ballot Returned to the Polls Without the Return Envelope

VOTING TWICE IN AN ELECTION IS A CRIME.
VOTER SIGN HERE IN INK (Power of attorney is not acceptable)

Alexis Adele

DATE 11-05-2024

If you are unable to sign, make your mark and have a witness sign below:
Witness X _____

VOTER MUST SIGN THE SIGNATURE SPACE ON THE LEFT SIDE OF THE ENVELOPE AND COMPLETE THE INFORMATION BELOW.

PRINTED NAME Alexis Adele

RESIDENCE ADDRESS 1234 Main Street
Monterey, Ca 93906

MONTEREY COUNTY



SLOVOTE.COM

Outside Vote -By-Mail Ballot Drop -Off

Not at all Polling Places

TWO-SIDED DOCUMENT #8

COUNTY OF SAN LUIS OBISPO

OUTSIDE DROP OFF VOTE-BY-MAIL
BALLOTS SEAL CERTIFICATE
& CHAIN OF CUSTODY

OPENING ←

PRECINCT# _____

OPENING THE POLLS INSPECTOR CERTIFICATION

Place certificate back into Seals & Certificate Envelope and complete Closing side after polls close.

I, _____ (Precinct Inspector Signature)
DO HEREBY CERTIFY the Outside Drop Off Vote-By-Mail Ballot box lid was secured with zip tie seal number _____

VERIFIED BY: _____ (Precinct Worker's Signature)

TWO INDIVIDUALS ARE REQUIRED IF THE OUTSIDE DROP OFF VOTE-BY-MAIL BALLOT BOX SEAL NEEDS TO BE OPENED PRIOR TO THE CLOSE OF POLLS - Complete the bottom of this form with an explanation.

I, _____ (INSPECTOR or Precinct Ass) _____
DO HERBY CERTIFY that Outside Drop Off Vote-By-Mail Ballot Box _____ was replaced with a new zip tie seal number _____ at _____ (write the time seal was replaced).

VERIFIED BY: _____ (Precinct Inspector Signature)

Why was the Outside Drop Off Vote-By-Mail Ballot Box lid seal removed? Write the names of the workers present.

TWO-SIDED DOCUMENT #8

COUNTY OF SAN LUIS OBISPO

OUTSIDE DROP OFF VOTE-BY-MAIL
BALLOTS SEAL CERTIFICATE
& CHAIN OF CUSTODY

CLOSING ←

PRECINCT# _____

PLACE INSIDE OUTSIDE DROP OFF VOTE-BY-MAIL BOX BALLOT
INSERTION SLOT BEFORE SEALING

Once the polls are closed, secure the Outside Drop Off Vote-By-Mail Ballot Box insertion slot so no other ballots can be deposited. The ballot box **must** be sealed even in no VBM ballots were deposited. Complete the certification below. Place this certificate into the Outside Drop Off Vote-By-Mail Ballot Box insertion slot, **before** applying the zip tie seal to the insertion slot.

If no Vote-By-Mail ballots were deposited into this Outside Drop Off Vote-By-Mail Ballot Box check here:

CLOSING THE POLLS INSPECTOR CERTIFICATION

I, _____ (Precinct Inspector Signature)

y-Mail Ballot Box insertion slot was secured _____ after the close of polls.

(Precinct Worker's Signature)

ELECTIONS OFFICE STAFF

de Drop Off Vote-By-Mail Ballot Box lid & ballot _____ this this form.



SLOVOTE.COM

Surrendering a Vote-by-Mail Ballot

ID/RETURN VBM ENVELOPE FRONT

The image shows the front of a Vote-by-Mail Envelope. On the left, there is a red vertical bar. At the top left is the Seal of San Luis Obispo County. Below it, the text reads: "Return Envelope Official Ballot To be opened only by Canvassing Board". In the center, there is a logo for "OFFICIAL ELECTION MAIL" with the text "Authorized by the U.S. Postal Service" below it. On the right, there is a postage-paid box with the text "NO POSTAGE NECESSARY IF MAILED IN THE UNITED STATES" and a series of horizontal bars. Below the logo, there is a line for "Residence Address (if different, please correct below)". At the bottom left, there is a red box with a white "X" and the text "VOTING TWICE IN AN ELECTION IS A CRIME." and "DATE" followed by a line for the date. At the bottom right, there is a "BUSINESS REPLY MAIL" box with the text "FIRST-CLASS MAIL PERMIT NO. 768 SAN LUIS OBISPO, CA" and "POSTAGE WILL BE PAID BY ADDRESSEE". Below this, the address is "SAN LUIS OBISPO COUNTY RECORDER REGISTRAR OF VOTERS PO BOX 8102 SAN LUIS OBISPO CA 93403-9904".

Surrendered ballot do not count

Surrendered ballot do not count

BUSINESS REPLY MAIL
FIRST-CLASS MAIL PERMIT NO. 768 SAN LUIS OBISPO, CA
POSTAGE WILL BE PAID BY ADDRESSEE
SAN LUIS OBISPO COUNTY RECORDER
REGISTRAR OF VOTERS
PO BOX 8102
SAN LUIS OBISPO CA 93403-9904

5-Minute Question Time



CLOSING THE POLLS

Whew! Almost done!



- Voters in line at 8:00pm are allowed to vote.
- Wait until last voter deposits ballot to begin closing procedures.
- Observers are allowed to watch the process but not interfere or touch ballots.



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CLOSING PROCEDURE - BALLOTS

1

Seal Unvoted
Ballots

2

Tally Voted
Ballots

3

Seal Envelopes

4

Complete Ballot
Statements:

- Precinct
- Provisional
- ICX

CLOSING THE POLLS

DO NOT REMOVE PRECINCT BALLOTS FROM THE BALLOT BOX UNTIL THE UNVOTED BALLOTS ARE ACCOUNTED FOR AND SEALED



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UNVOTED PRECINCT BALLOTS

DO NOT REMOVE PRECINCT BALLOTS FROM THE BALLOT BOX UNTIL THE UNVOTED BALLOTS ARE ACCOUNTED FOR AND SEALED

Place in Election Night Return Envelope
BALLOT QUANTITY WORKSHEET
PRECINCT BALLOTS

PRECINCT # **101**

BALLOT TYPE #	A # OF INITIAL BALLOTS RECEIVED	B NEXT BALLOT # AT CLOSE	C # UNVOTED BALLOTS REMAINING
1	200	101	100
16	200		
Total # of All Ballots			

A - # OF BALLOTS RECEIVED: This number is prepopulated.

B - NEXT BALLOT # AT CLOSE: Enter the number of the next ballot that would have been issued. This number will be located on the top left corner of the stub.

CON. 101

CON. 101
BT. 0001
No. 0000001

BT. 0001

VOTER STUB
OFFICIAL BALLOT
GENERAL ELECTION
NOVEMBER 5, 2024
SAN LUIS OBISPO COUNTY, CALIFORNIA

C - # OF UNVOTED BALLOTS REMAINING: This is calculated as $A - B + 1 = C$
 ❖ The reason you will be adding 1, is because the beginning number on the ballots will be 1 and not zero. When we say the next ballot to be issued is number 75, it implies that all ballots up to number 74 have already been issued. That's because ballot numbering starts at 1 and goes up sequentially. So, if you're about to issue ballot number 75 means 74 ballots have been issued out of the 100.

#4

**UNVOTED PRECINCT BALLOTS
TAMPER-EVIDENT SEAL CERTIFICATE**

PRECINCT# _____

After polls close, complete this certificate and place it inside the unvoted Precinct Ballot container **before** sealing tamper-evident seals on the box.

Sequence of Unvoted **Precinct Ballots**:

Ballot type# _____ beginning: _____ and ending _____

***If Precinct has multiple ballot types**, enter the sequence numbers below:

Ballot type# _____ beginning: _____ and ending _____

Serial number of Tamper-evident Seal #1 _____

Serial number of Tamper-evident Seal #2 _____

PRECINCT WORKERS SIGN BELOW.

We hereby declare that all the Unvoted Precinct Ballots in this precinct have been placed in this unvoted precinct ballot container and the serial numbers of the tamper-evident seals are true and correct.



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UNVOTED PROVISIONAL BALLOTS

DO NOT REMOVE PRECINCT BALLOTS FROM THE BALLOT BOX UNTIL THE UNVOTED BALLOTS ARE ACCOUNTED FOR AND SEALED

Place in Election Night Return Envelope

BALLOT QUANTITY WORKSHEET
PROVISIONAL BALLOTS

PRECINCT # **101**

BALLOT TYPE #	A # OF INITIAL BALLOTS RECEIVED	B NEXT BALLOT # AT CLOSE	C # UNVOTED BALLOTS REMAINING
1	50	21	30
2	25		
Total # of All Ballots			

A - # OF BALLOTS RECEIVED: This number is prepopulated.

B - NEXT BALLOT # AT CLOSE: Enter the number of the next ballot that would have been issued. This number will be located on the top left corner of the stub.

CON. 101

CON. 101
0001
No. 0000001



BT. 0001

VOTER STUB
OFFICIAL BALLOT
GENERAL ELECTION
NOVEMBER 5, 2024
SAN LUIS OBISPO COUNTY, CALIFORNIA

C - # OF UNVOTED BALLOTS REMAINING: This is calculated as $A - B + 1 = C$

❖ The reason you will be adding 1, is because the beginning number on the ballots will be 1 and not zero. When we say the next ballot to be issued is number 75, it implies that all ballots up to number 74 have already been issued. That's because ballot numbering starts at 1 and goes up sequentially. So, if you're about to issue ballot number 75, it means 74 ballots have been issued out of the 100.

#5

**UNVOTED PROVISIONAL BALLOTS
TAMPER-EVIDENT
SEAL CERTIFICATE**

PRECINCT# _____

After polls close, complete this form and place it inside the unvoted Provisional ballot container by applying tamper-evident seals to the box.

Sequence numbers of unvoted **Provisional Ballots:**

beginning _____ and ending _____

Serial number of Tamper-evident Seal #1 _____

Serial number of Tamper-evident Seal #2 _____

PRECINCT WORKERS SIGN BELOW.

We hereby declare that all the unvoted Provisional ballots in this precinct have been placed in this unvoted Provisional ballot container and the serial numbers of the tamper-evident seals are true and correct.



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PRECINCT#

UNVOTED PRECINCT BALLOT CONTAINER

1. Place all unvoted precinct ballots in this container after polls close and voting is complete.
2. Complete the Unvoted Precinct Ballot Seal Certificate #8.
3. Write total number of unvoted precinct ballots below.
4. Place Unvoted Precinct Ballot Seal Certificate inside this container and seal.
5. Return to Election Night Collection Center.

Total number of unvoted precinct ballots in this container:

100

Box 1 of 1

PRECINCT#

UNVOTED PROVISIONAL BALLOT CONTAINER

1. Place all unvoted provisional ballots in this container after polls close and voting is complete.
2. Complete the Unvoted Provisional Ballot Seal Certificate #9.
3. Write the total number of unvoted provisional ballots below.
4. Place Unvoted Provisional Ballot Seal Certificate inside this container and seal.
5. Return to Election Night Collection Center.

Total number of unvoted provisional ballots in this container: _____

Box _____ of _____

Tally the Precinct Ballots

PLACE IN ELECTION NIGHT RETURN ZIP BAG

PRECINCT BALLOT STATEMENT

(Elections Code §14405, 14421, 15271, 15275)

PRECINCT # 101

1. Total number of PRECINCT BALLOTS:

BALLOT TYPE	# OF BALLOTS ISSUED
1	100
2	200
LINE 1 Total # of Ballots	300

2. Total NUMBER of VOTERS who SIGNED Roster (from Voter Tally Sheet)

Line 2 **100**

3. Number of VOTED ballots.

a. Number of voted Precinct ballots

Line 3a **85**

b. Number of voted ICX ballots

Line 3b **15**

4. TOTAL of Line 3a and Line 3b

Line 4 **100**

5. Number of SPOILED ballots

Line 5 **0**

6. TOTAL of Line 3a and Line 5

Line 6 **100**

7. DIFFERENCE between numbers on Line 1 and Line 6

Line 7 **200**

(This is the total of UNVOTED BALLOTS)

Explanation for the difference, if any, between Line 2 and Line 4.

TWO-SIDED DOCUMENT #1

COUNTY OF SAN LUIS OBISPO

PRECINCT BALLOTS SEAL CERTIFICATE & CHAIN OF CUSTODY

CLOSING

PRECINCT# _____

AFTER COMPLETING THIS FORM PLACE INSIDE VOTED PRECINCT BALLOT CONTAINER **BEFORE** ATTACHING BOTH SEALS TO THE SIDE CLOSURE OF THE CONTAINER.

Total number of voted Precinct ballots in return container: _____

Serial number of Tamper-evident Seal #1 _____

Serial number of Tamper-evident Seal #2 _____

PRECINCT WORKERS SIGN BELOW.

We hereby declare that all the voted Precinct ballots in this precinct have been placed in this Precinct Ballot return container and that the serial numbers of the seals are true and correct.

Tally the Provisional Ballots

Place in Election Night Return Envelope

BALLOT QUANTITY WORKSHEET
PROVISIONAL BALLOTS

PRECINCT # 101

BALLOT TYPE #	A # OF INITIAL BALLOTS RECEIVED	B NEXT BALLOT # AT CLOSE	C # UNVOTED BALLOTS REMAINING
1	50		
2	25		
Total # of All Ballots			

A- # OF BALLOTS RECEIVED: This number is prepopulated.

B - NEXT BALLOT # AT CLOSE: Enter the number of the next ballot that would have been issued. This number will be located on the top left corner of the stub.



C- # OF UNVOTED BALLOTS REMAINING: This is calculated as $A - B + 1 = C$

❖ The reason you will be adding 1, is because the beginning number on the ballots will be 1 and not zero. When we say the next ballot to be issued is number 75, it implies that all ballots up to number 74 have already been issued. That's because ballot numbering starts at 1 and goes up sequentially. So, if you're about to issue ballot number 75, it means 74 ballots have been issued out of the 100.

PROVISIONAL/CVR BALLOT TALLY																			
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

TWO-SIDED DOCUMENT

#3



**PROVISIONAL BALLOTS SEAL
CERTIFICATE & CHAIN OF CUSTODY**

CLOSING

PRECINCT# _____

PLACE INSIDE PROVISIONAL BOX BALLOT INSERTION SLOT **BEFORE** SEALING

Once the polls are closed, secure the Provisional Ballot Box insertion slot. The ballot box **must** be sealed even in no Provisional ballots were deposited. Complete the certification below. Place this certificate into the Provisional Ballot Box insertion slot, **before** applying the zip tie seal to the insertion slot.

If no Provisional ballots were deposited into this Provisional Ballot Box check here:

CLOSING THE POLLS INSPECTOR CERTIFICATION

I, _____ (Precinct Inspector Signature)

DO HEREBY CERTIFY the Provisional Ballot Box insertion slot was secured with zip tie seal

number _____ after the close of polls.

VERIFIED BY: _____ (Precinct Worker's Signature)

SAN LUIS OBISPO COUNTY ELECTIONS OFFICE STAFF

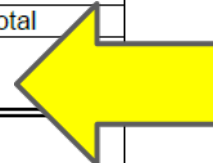
I verify that the zip tie seal numbers for the Provisional Box lid & ballot insertion slot are the same numbers as listed on this this form.

Staff Signature _____



INSPECTOR AND PROVISIONAL/CVR CLERK MUST SIGN BELOW:

Provisional/CVR Ballot Statement	
Line No. & Category	Total
1. Number of Provisional/CVR Ballots Received on Election Morning	
2. Number of Provisional/CVR Ballots in Ballot Bag (from the Provisional/CVR Tally Sheet)	
3. Number of Provisional/CVR Voters who voted on the ICX Device (from ICX Specialist)	
4. Number of Spoiled Provisional/CVR Ballots (From Spoiled Provisional/CVR Ballots Tally)	
5. Number of Unused Provisional/CVR Ballots (From the Provisional/CVR Ballot quantity worksheet)	



If the Inspector is the PROVISIONAL/CVR CLERK, another precinct board member signs as the second verification.

WE HEREBY CERTIFY that the total number of Provisional/ CVR ballots received and voted is as indicated on the Provisional/CVR Ballot Statement.

TWO PRECINCT BOARD MEMBERS MUST SIGN BELOW.

INSPECTOR: _____ (Or Provisional/CVR Specialist)

PROVISIONAL/CVR CLERK: _____ (Or Other Precinct Board Member)



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ICX BALLOT STATEMENT AND TALLY



ICX BALLOT STATEMENT ICX BALLOT ISSUED TALLY ICX SPOILED BALLOT TALLY

POLLING PLACE Disneyland
 ICX Clerk Minnie Mouse
 ICX Clerk Mickey Mouse
 ICX Clerk Donald Duck

ICX BALLOT STATEMENT

Total # of ICX blank ballots received
 from Lead Inspector (50 per pack) 50
 Total ICX ballots issued (from tally on reverse side) 4
 Total ICX ballots spoiled (from tally on reverse side) 0
 Number of ICX ballots remaining 46

101

ICX BALLOT ISSUED TALLY

102

PRECINCT # _____

PRECINCT BALLOT

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

103

PRECINCT # _____

PRECINCT BALLOT

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

ICX SPOILED BALLOT TALLY

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

PRECINCT # _____

PRECINCT BALLOT

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

104

PRECINCT # _____

PRECINCT BALLOT

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

UNVOTED ICX BALLOT STOCK POUCH

ZIP TIE

SEAL CERTIFICATE



UNVOTED ICX BALLOT STOCK POUCH ZIP TIE SEAL CERTIFICATE - CLOSING

PLACE INSIDE ICX BALLOT STOCK POUCH
AFTER SEALING

#10

Precinct 101

After completing this form place it inside unvoted ICX Ballot Stock pouch **BEFORE** attaching Zip tie seal to the pouch.

Precinct Inspector sign below.

I _____ (Inspector) hereby declare under penalty of perjury that I broke the tamper evident seal that was placed on the printer Election Morning and have taped that seal to the back of this form. The tamper evident seal number was _____ I also declare that all of the unvoted ICX ballot stock in this precinct has been placed in this unvoted ICX ballot stock pouch and then zip tie sealed with the number listed below.

Zip Tie seal number: _____

VERIFIED BY: _____ (Precinct Worker's Signature)

COUNTY ELECTION OFFICIAL STAFF

Upon opening the Zip Tie Seal securing the Unvoted ICX ballot stock pouch, after the election, I verify that the zip tie seal number is the same number as listed above.

_____ Election Staff Signature

Closing Certificate – Required Information

WE HEREBY CERTIFY that the number of voters who voted in this election is One hundred
 and 100.*
Digits Write out word's full length

and the list of voters, less those who did not vote as listed above, constitutes the roster of this precinct for this election.

*NOTE TO PRECINCT BOARD: For example, the figure here is determined as follows: 100 persons have signed the Roster during Election Day and 1 left without voting. (Note the Name of Voter, if available, on list below) The number would be 99.

WE FURTHER CERTIFY that the total number of official ballots voted and sealed in the ballot container and the number of ballots received, voted, spoiled and unvoted are accounted for as indicated on the Precinct Ballot Statement.

(ALL PRECINCT BOARD MEMBERS present at the closing of the polls must sign below; use the back of this sheet, if necessary)

WE FURTHER CERTIFY that all voters whose signatures appear in this Roster voted this day, except the following below, if applicable, who, after signing the Roster failed to vote. WE FURTHER CERTIFY, if applicable, that the Assisted Voters List and Challenge List show a complete list of all voters assisted or challenged.

Inspector: Jordan Patel
 Clerk: James Martinez
 Clerk: Anne Smith
 Clerk: _____

Clerk: Rebecca Ronco
 Clerk: Delilah Nishimura
 Clerk: _____
 Clerk: _____

VOTERS WHO SIGNED ROSTER BUT FAILED TO VOTE

No.	Voter's Name	Roster Line No.	No.	Voter's Name	Roster Line No.
1			7		
2			8		
3			9		
4			10		
5			11		
6			12		

COMPLETE
 CLOSING
 CERTIFICATE

CHECKLIST: SIGNATURES REQUIRED

CHECKLIST: SIGNATURES REQUIRED

The following instructions detail all the items that require a signature on Election Day:

What to Sign	Where to Locate	Who Signs	Where it goes now
<input type="checkbox"/> Declaration Page: should be signed when worker starts their shift	<i>Inside front cover of the Roster</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT	Stays in the Roster. Roster goes in Election Night Return Zip Bag after the Polls close.
<input type="checkbox"/> Payroll Sheet: should be signed when workers start their shift	<i>In Roster</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT	Stays in the Roster. Roster goes in Election Night Return Zip Bag after the Polls close.
<input type="checkbox"/> Closing Certificate	<i>Inside front cover of the Roster</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT present at closing	Stays in the Roster. Roster goes in Election Night Return Zip Bag after the Polls close.
<input type="checkbox"/> All Seal Certificates	<i>Inside Seals and Certificates Envelope</i>	INSPECTOR & ONE OR MORE WORKERS / VARIES PER CERTIFICATE	Place in designated Ballot Box/Ballot Container/Canvas bag as directed on certificate.
<input type="checkbox"/> Pre-election Precinct & Provisional Ballots Containers Seal Certificates	<i>Inside sealed precinct / provisional containers</i>	INSPECTOR & ONE PRECINCT WORKER	After completion place in Election Night Return Zip Bag
<input type="checkbox"/> Pre-election ICX Stock Pouch Seal Certificate	<i>Inside sealed ICX Ballot Stock Pouch</i>	INSPECTOR & ONE PRECINCT WORKER	After completion place in Election Night Return Zip Bag
<input type="checkbox"/> Precinct Ballot Statement	<i>Inside Seals and Certificates Envelope</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT present at closing	After completion place in Election Night Return Zip Bag
<input type="checkbox"/> Provisional Ballot Statement	<i>Reverse side of the Provisional tally sheet</i>	Inspector-Provisional Clerk	Place in Provisional Ballot Box after the polls close.
<input type="checkbox"/> ICX Ballot Statement (Lead Inspector/Inspector)	<i>Inside ICX Supply Zip Bag</i>	Lead Inspector/Inspector	Place in Election Night Return Zip Bag



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CLOSING THE POLLS

Clean & Organize!



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ITEMS THAT STAY AT THE POLLS

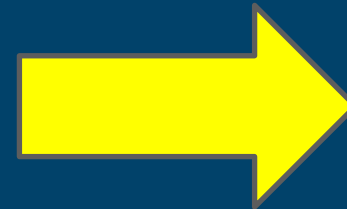
Please do not bring with you to the Collection Center!





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CLOSING THE POLLS

THE COLLECTION CENTER



COLLECTION CENTER RECEIPT

Two Precinct Workers from the above-named precinct must bring the items listed below and this receipt to the assigned Collection Center election night.

Time of Precinct Workers' Arrival at Collection Center: _____

Collection Center Staff Names: 1) _____ 2) _____

Inspector, check boxes in left column. Collection Center staff, check boxes in right column.

√ INSPECTOR	COLLECTION STAFF √
<input type="checkbox"/> Two Precinct Workers delivered items to the Collection Center	<input type="checkbox"/>
<input type="checkbox"/> Tamper-evident Sealed Container of Voted Precinct Ballots	<input type="checkbox"/>
<input type="checkbox"/> Zip-tie Sealed Blue Vote-By-Mail Ballot Box	<input type="checkbox"/>
<input type="checkbox"/> Zip-tie Sealed Pink Provisional Ballot Box	<input type="checkbox"/>
<input type="checkbox"/> Empty Gray Precinct Ballot Box	<input type="checkbox"/>
<input type="checkbox"/> Election Night Return Zip Bag (including roster)	<input type="checkbox"/>
<input type="checkbox"/> Zip-tie Sealed Green ICX Ballot Stock Pouch	<input type="checkbox"/>
<input type="checkbox"/> Tamper-evident Sealed Containers of Unvoted Precinct Ballots	<input type="checkbox"/>
<input type="checkbox"/> Tamper-evident Sealed Container of Unvoted Provisional Ballots	<input type="checkbox"/>
<input type="checkbox"/> Zip-tie Sealed Yellow Canvas Bag containing Spoiled & Surrendered Ballots	<input type="checkbox"/>
<input type="checkbox"/> Cell Phones (2)	<input type="checkbox"/>

REMARKS: _____



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ALL BALLOT BOXES MUST BE RETURNED TO
THE COLLECTION CENTER, EVEN EMPTY ONES!

5-Minute Question Time





VOTER RELATIONS



[SLOVOTE.COM](https://www.slovote.com)

SENSITIVITY AT THE POLLING LOCATION

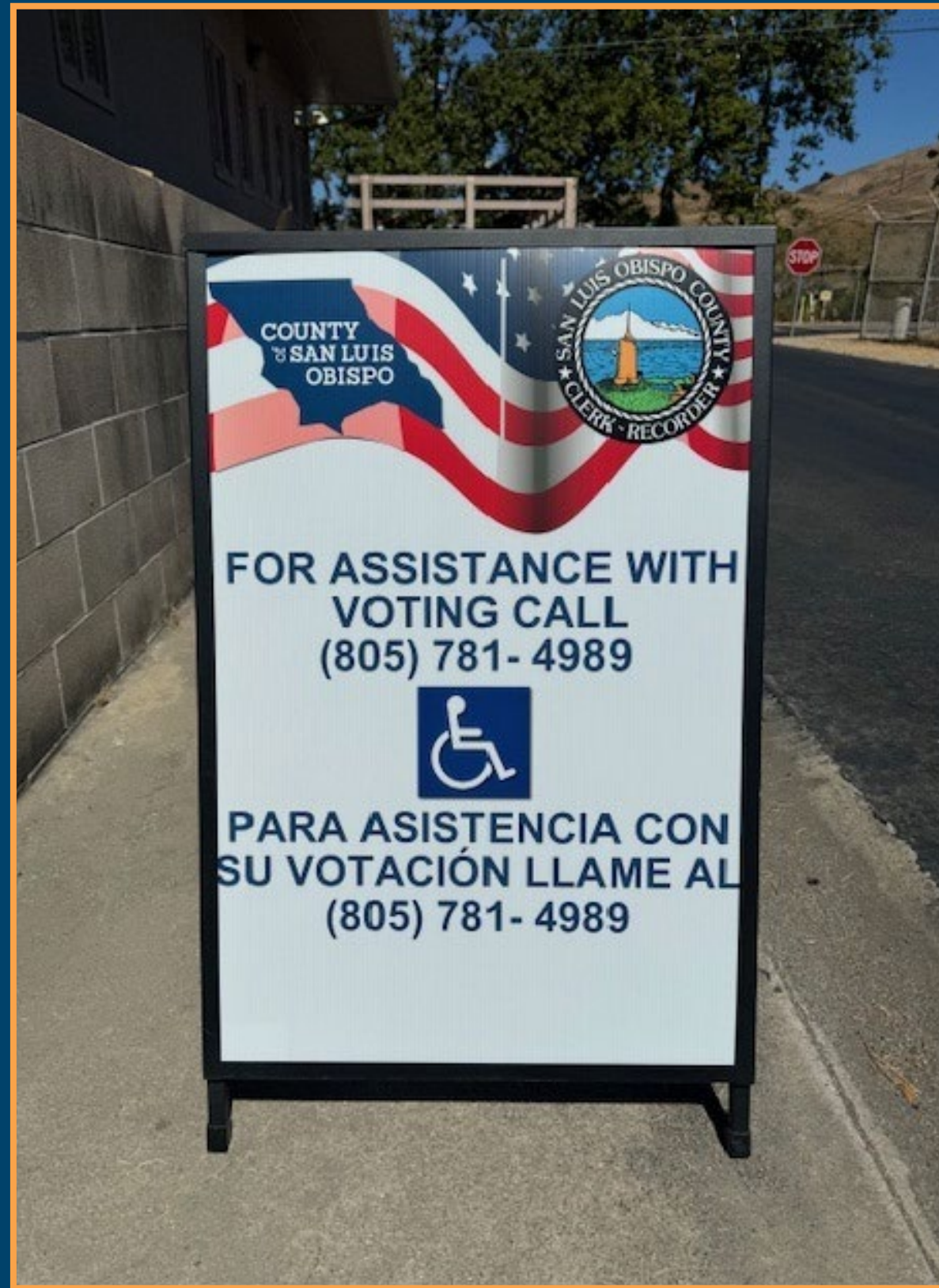
Impact over intent



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DRIVE-UP CALL SIGNS

*Helping all voters
be a part of
democracy*



All polling locations will have (1) drive -up sign that directs voters to call the *Election Command Center* for assistance.

The Command Center will then route the voter's needs to the Inspector through their county -issued flip phone.



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LANGUAGE BARRIERS

*We have
Interpreters on
standby!*

English is one of many languages spoken, read, written, and understood by the voters of the County of San Luis Obispo.

IF A VOTER PREFERS A LANGUAGE OTHER THAN ENGLISH:

- Alert your Inspector so that they can call the Secretary of State's interpretation services
 - This service can provide real -time interpretation in 32 languages



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ANSWERING VOTER'S QUESTIONS

*It's okay not to
have an answer to
everything!*

Voters can ask anything, so it's important we give them accurate, and consistent information every time!



GUIDE TO ANSWERING VOTER QUESTIONS

- Don't make promises
- When in doubt, direct a voter to contact the SLO Elections Office
- It's better to not have an answer than to give out incorrect information



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ELECTION OBSERVERS

RULES AND REGULATIONS

Check-in: Election observers must check in with the Polling Place Inspector or Lead Inspector. Show the provided letter from the County Elections Office, if available.

Directing Questions: Questions about polling procedures should be addressed to the Polling Place Inspector/Lead Inspector to minimize disruption. Any concerns about operations should be directed to the county elections official.

Voting Booth Access: Only voters casting their ballots and authorized personnel are allowed in the voting booth area before polls close.

Precinct Board Desk: Only precinct board members and voters signing the roster are allowed to sit at the precinct board desk during voting hours.

Roster Inspection: Anyone may inspect the roster while voting or vote counting is in progress, as long as it doesn't interfere with the voting process.



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ANSWERING VOTER'S QUESTIONS

*It's okay not to
have an answer to
everything!*



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Your polling location will have business cards
for voters in both English & Spanish!

**COUNTY OF SAN LUIS OBISPO
CLERK-RECORDER
ELECTIONS DIVISION**

Phone **805-781-5228**
Fax **805-781-1111**
Email **elections@co.slo.ca.us**

San Luis Obispo Office
1055 Monterey Street, Suite D120
San Luis Obispo, CA 93408

North County Office
Open for election services beginning
29 days before Election Day
North County Phone **805-461-6041**
6565 Capistrano Avenue
2nd Floor, Atascadero Library
Atascadero, CA 93422

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Contact
information for
our San Luis
Obispo and
North County
offices

QR Codes for a
voter to:

- Check their registration
- Find their polling center

CHECK YOUR
VOTER
REGISTRATION



FIND YOUR
POLLING
LOCATION



[slovote](https://www.instagram.com/slovote) [slocountyclerkrec](https://www.facebook.com/slocountyclerkrec) [sloclerkrecorder](https://www.youtube.com/sloclerkrecorder)

DE-ESCALATING A SITUATION

Recognize

Assess

De-escalate

Report



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THE SAFETY OF YOURSELF AND THOSE AROUND YOU IS MOST IMPORTANT



When in doubt... alert your Inspector and remove yourself from the situation

De-escalation focuses on:

- Remaining calm
- Practicing empathy
- Listening to one's concerns
- Directing a voter to resources that can manage their concerns

IF AN EMERGENCY EXISTS, CALL 911

DE-ESCALATING A SITUATION

Recognize

Assess

De-escalate

Report



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LET'S TALK ABOUT

ELECTIONEERING

California Elections Code

Article 7, Chapter 4, Division 18



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Where:

Within the immediate vicinity of a person in line to cast their ballot or within 100 feet of the entrance of a polling place, curbside voting, or ballot drop box the following activities are prohibited

What activities are prohibited:

- Asking a person to vote for or against any candidate or ballot measure
- Displaying a candidate's name, image, or logo

LET'S TALK ABOUT

ELECTIONEERING

California Elections Code

Article 7, Chapter 4, Division 18

What activities are prohibited:

- Providing any material or audible information for or against any candidate or ballot measure near any polling place or ballot drop box
- Distributing, or wearing any clothing (hats, shirts, signs, buttons, stickers) that include a candidate's name, image, logo, and/or support or oppose any candidate or ballot measure



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LET'S TALK ABOUT

CHALLENGING A VOTER

California Elections Code
Sections 14240 through 14253

Any member of the Precinct Board may challenge a person's right to vote for any of the reasons stated:

(Offer a Provisional/CVR ballot and write the reason for the challenge on the Provisional CVR Ballot under comments.)

That the voter:

- is not the person whose name appears on the Roster.
- is not a resident of the precinct and does not intend to return to that residence.
- is not a citizen of the United States.
- has previously voted in this election either by Vote-by-Mail ballot or at a polling place.
- not 18 years of age at the time of this election.

Consult the chart in the precinct supplies title "Challenged Voter Procedure" or your "Election Officers Digest" for details.

Challenge List

Complete the information needed on the **Challenge List**, in Roster, for every voter challenged.

If the Precinct Board determines that persistent challenging of voters is resulting in a delay of voting sufficient to cause voters to forego voting because of insufficient time or fear of intimidation, the Board shall discontinue all challenges, and so note on the roster. *California Elections Code Section 14253*



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LET'S TALK ABOUT

CHALLENGING AN ELECTION

Even though a member of the public cannot challenge a voter, they are permitted to contest an election based on misconduct by a precinct worker.

Such misconduct includes:

- Discriminating against voters based on race, ethnicity, party preference, literacy, or disability.
- Denying an eligible voter the right to cast a ballot.
- Intentionally misinforming voters of their registration status or
- Coercing or intimidating voters.



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LET'S TALK ABOUT

MEDIA AT THE POLLING LOCATION



IF A MEMBER OF THE MEDIA ARRIVES:

- Inform them you are a Precinct Worker and alert your Inspector
- Do not make any statements or act as a representative of the SLO Elections Office
- While photography and video is prohibited at polling locations, the SLO Elections Office occasionally invites members of the media to cover polling locations on election day
- You will always be asked first before appearing in any content



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TIPS FOR ELECTION DAY



- Be prepared ~
- Layered clothing
- Any medication
- Snacks & Drinks
- Seat Cushion
- Arrive well rested

5-Minute Question Time



DECLARATION OF INSPECTORS

Please stand if you are able and raise your right hand. Repeat the paragraph when directed.

DECLARATION OF PRECINCT WORKERS
California Elections Code §12321

State of California } ss.
County of San Luis Obispo }

I do hereby solemnly declare that I will support the Constitution of the United States and the Constitution of the State of California, and that I will to the best of my ability, faithfully discharge the duties of precinct board member for polling place or vote center _____
_____ for the election to be held on November 5, 2024.

Signed in the presence of _____
on _____, 2024.

I do hereby solemnly declare that I will support the Constitution of the United States and the Constitution of the State of California, and that I will to the best of my ability, faithfully discharge the duties of precinct board member for polling place or vote center _____ for the election to be held on November 5, 2024.



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DECLARATION OF INSPECTORS

Congratulations, you are now a
sworn Inspector!

Please sign and date the bottom portion of
the declaration.

DECLARATION OF PRECINCT WORKERS
California Elections Code §12321

State of California } ss.
County of San Luis Obispo }

I do hereby solemnly declare that I will support the
Constitution of the United States and the Constitution of
the State of California, and that I will to the best of my
ability, faithfully discharge the duties of precinct board
member for polling place or vote center _____
_____ for the election to be held
on November 5, 2024.

Signed in the presence of _____
on _____, 2024.

Signed in the presence of _____

on _____, 2024.



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TRAINING EVALUATION

Thank you for attending today's training!



Your feedback is important to us as we strive to improve our future training sessions.

Please take a couple of minutes to complete the *Training Evaluation* in front of you.

If you have other comments, concerns, or questions after this training class, reach out to

precinctworker@co.slo.ca.us

or call (805) 781-4989

PRECINCT WORKER TRAINING EVALUATION

Date of Training: _____ Name of Instructor: _____

Assigned Position (circle one): PRECINCT WORKER INSPECTOR

Thank you for participating in our Precinct Worker Training Class. Your feedback is important to us as we strive to improve our future training sessions. Please take a few moments to share your thoughts. Unless you provide your name or phone number, these evaluations will remain anonymous.

Contact Information (optional)

Your Name: _____

Phone Number: _____

Email: _____

Please respond to the statements below by marking an "X" in the appropriate box:

After today's training class, I can...	Confident	Somewhat Confident	Not Confident
Assist in opening and closing a polling center			
Assist voters with disabilities or voters who don't understand English			
Direct a voter to the correct Ballot Box			
Process a voter in line as a "Roster Clerk"			
Issue a voter a Precinct ballot as a "Ballot Clerk"			
Process a Provisional voter			
Show a voter how to mark their ballot on an ImageCast X Ballot Marking Device			



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