POLLING PLACE SUPPORT PROGRAM
NOVEMBER 5, 1996 - GENERAL ELECTION

D/P: _______ POLLING PLACE: _______ TIME ARRIVE: _______ DEPART: _______

POLLING PLACE
Is the polling room arranged so that voters may easily perform voting activities?
YES NO
Are at least two (2) Accessible Voting Booths set-up to maintain voting privacy?
YES NO
Are all judges wearing name tags?
YES NO
Are the following items clearly posted?

Voter Assistance Poster
YES NO Handicapped Entrance Sign
YES NO
Voter Instruction Poster (Sign)
YES NO Watch Your Step Sign
YES NO
Child Over 5 Notice
YES NO Attorney General Instructions
YES NO
Election Judge Recruiting Poster
YES NO Sample Ballot(s)
YES NO
No Smoking Sign
YES NO Write-in Candidate List
YES NO

CHIEF JUDGES (CHF)
Do they appear to be friendly, helpful and knowledgeable?
YES NO

Inactive Voting Procedure - Did CHF
1. Ask Voter to verify all printed information on Voter Authority Card (VAC)?
YES NO
2. Ask Voter to correct erroneous information on the VAC?
YES NO
3. Ask Voter to read the Affidavit on back and sign if eligible to do so?
YES NO
4. Mark a "V" to the left of the Voter's name on the Inactive Register?
YES NO
5. Hand completed VAC to Voter?
YES NO
6. Accompany Inactive Voter to Check-in Table?
YES NO

Issuance of a Temporary Certificate of Registration - Did CHF
7. Ask Voter for identification?
YES NO
8. Contact SDE by phone to obtain authorization?
YES NO

Voter Assistance - Did CHF
9. Require completion of Affidavit of Voter Needing Assistance?
YES NO
10. If assistance was given by judges did both judges assist?
YES NO

CHECK-IN JUDGES (CIN)
Do they appear to be friendly, helpful and knowledgeable?
YES NO

Check-in Procedure - Did CIN
1. Ask the Voter's name?
YES NO
2. Locate the VAC?
YES NO
3. Ask Voter for his/her address while looking at VAC?
YES NO
4. Follow this procedure in the exact order as listed above?
YES NO
5. Ask the Voter to verify information printed on the VAC; make corrections if necessary?
YES NO
6. Remind the Voter to sign the VAC?
YES NO
7. Mark a "V" to the left of the Voter's name in the Precinct Register?
YES NO
8. Initial and enter the Ballot Stub Number on the VAC?
YES NO
9. If Inactive Voter appeared did CIN refer voter to Chief Judge?
YES NO

BALLOT BOX JUDGES - (BBX)
Do they appear to be friendly, helpful and knowledgeable?
YES NO

Ballot Box Procedure
Before accepting the Ballot from Voter did BBX ask these or similar questions?

1. Have you voted/punched all contests on both sides of all cards?
YES NO
2. Are your Ballot Stubs sticking up out of the holder?
YES NO

For each Voter did BBX
3. Check the Ballot Stubs to make sure the Voter returned all Ballot Cards in the Sift?
YES NO

Check the VAC to make sure
4. Written Ballot Stub Number on VAC matches the printed number on all Ballot Stubs?
YES NO
5. The Check-in Judge initialed the VAC?
YES NO
6. The Voter signed the VAC?
YES NO
7. Did BBX receive from the Voter a voted Ballot in the black Ballot Holder?
YES NO
8. Carefully remove Stubs from Ballot?
YES NO
9. Return Ballot Stubs to Voter?
YES NO
10. Was voted Ballot deposited in Ballot Box directly from black Ballot Holder?
YES NO
11. Was voter secrecy preserved by BBX at all times?
YES NO

NOTE: IF ANSWER TO ANY SHAD ED QUESTION IS NO, REPORT TO CHIEF JUDGE, ISSUE CORRECT CAUTION CARD, AND NOTE INFORMATION ON THE BACK OF THIS FORM. WHEN YOU HAVE COMPLETED THIS FORM, REMEMBER TO PLACE COMPLETED FORM IN THE ASSIGNED ENVELOPE, LEAVE ENVELOPE UNSEALED AND ASK THE CHIEF JUDGE TO PLACE IT IN THE DOCUMENT JACKET.

(USE BACK FOR FURTHER COMMENTS)