



---

INSPECTOR TRAINING  
FOR  
MARCH 5, 2024,  
PRESIDENTIAL  
ELECTION

# Introduction

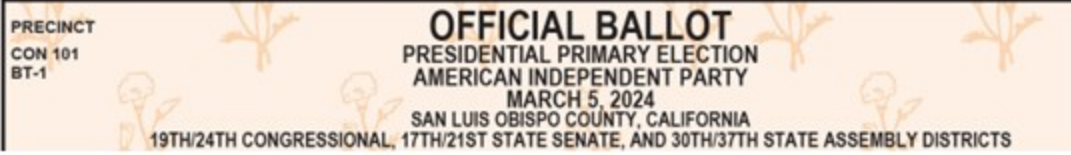
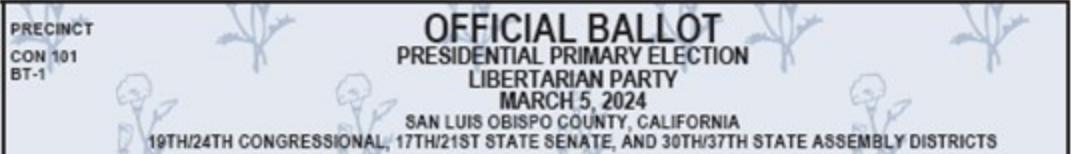
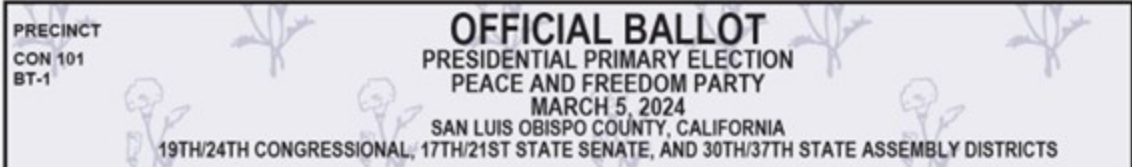
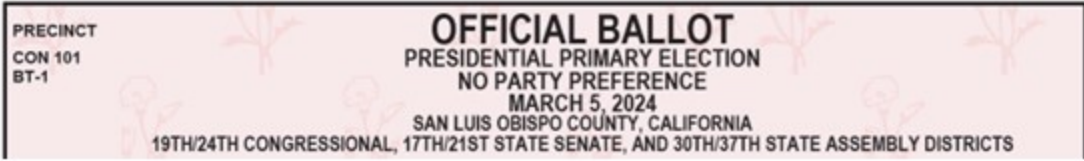
Welcome to the Elections Team!

---

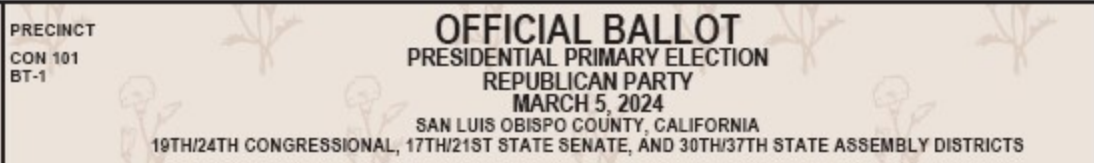
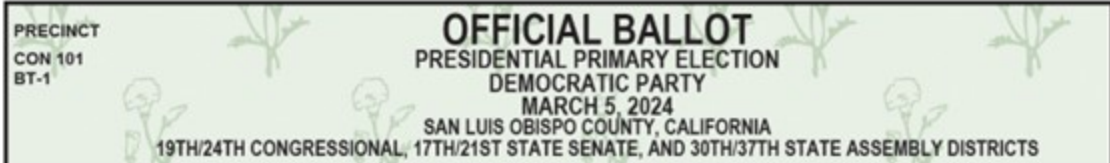
- Your mission:
  - Ensure & protect the right to vote
  - Assist every voter
  - Ensure security of ballots
  - Provide accuracy and integrity
  - Provide a positive experience for all voters.



# FOR THIS ELECTION



- ❖ 1 Ballot Type Per Precinct
- ❖ 7 Party Ballots
- ❖ 120 Precincts
- ❖ 70 Polling Places
- ❖ 18 Official Drop Boxes





What is Cross-Over Voting?

When is Cross-Over Voting Allowed?

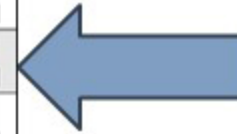
Which Parties Allow for Cross-Over?

Which Parties Don't Allow for Cross-Over?

Provisional or Not Provisional

No Party Preference Voters and Cross-Over Voting Options

XREF NUM	VOTER NAME AND ADDRESS	SIGNATURE (VOTE BY MAIL / ID REQ'D)	BALLOT	CROSSOVER BALLOT CHOSEN
2101	Abel, Jason Michael [REDACTED]		002 - REP	
2103	Abel, Lya Vanity [REDACTED]		002 - N-P	DEM: <input type="checkbox"/> N-P: <input type="checkbox"/> AI: <input type="checkbox"/> LIB: <input type="checkbox"/>
2102	Abel, Melissa Rene [REDACTED]		002 - N-P	DEM: <input type="checkbox"/> N-P: <input type="checkbox"/> AI: <input type="checkbox"/> LIB: <input type="checkbox"/>
2092	Acosta, Julian Joseph [REDACTED]		002 - N-P	DEM: <input type="checkbox"/> N-P: <input type="checkbox"/> AI: <input type="checkbox"/> LIB: <input type="checkbox"/>







BEFORE  
ELECTION  
DAY

---

## ROSTER CLERK QUICK GUIDE

THE NORMAL PROCESS- Most voters will vote the Normal Process. If they do not fall under the Normal Process or Normal Process Special Situations, they will need to vote the Provisional Process	
Voter	Provide Name and Residence Address
Roster Clerk	Locate and Verify Voter's name and address
Roster Clerk	Check the Remarks Colum for the VBM Status
VBM ISSUED, INACTIVE OR BLANK	<p>VBM Surrender Process</p> <ul style="list-style-type: none"> <li>Place Surrendered label on VBM return Envelope</li> <li>If the Voter does not have their envelope, give voter an envelope to complete</li> <li>Place the Surrendered ballot in the Envelope for Spoiled and Surrendered ballots</li> <li>Continue to Step 4</li> </ul>
	<p>VBM Voided Process</p> <ul style="list-style-type: none"> <li>Complete the Call Center Confirmation slip</li> <li>Ballot Clerk will dial Call Center</li> <li>Staff will ask for information to void the voter's ballot</li> <li>Ballot Clerk will complete slip and give back to Roster Clerk</li> <li>Continue to Step 4</li> </ul>
VBM Returned	<ul style="list-style-type: none"> <li>If the voter is marked as "VBM Returned" or the Call Center indicates that the voter has returned a vote by mail ballot, let the voter know.</li> <li>If voter insists on voting, they will vote the Provisional Process</li> </ul>
Cross out VBM Issued	
Make a checkmark at the end of the Voter's Line and circle the X-Ref #	
Have Voter Sign Roster. Instruct Voter to keep pen for voting	
Ask voter "Do you need assistance marking your ballot?"	
If yes – see special situations below   If no – continue	
Write the Voter's X-Ref on the Line # tracker/Over tally	
Determine Voter's ballot type and tell Ballot Clerk ballot type	

# RESOURCES

---

Quick Guides

Manuals

Website-

[www.slovote.com](http://www.slovote.com)

Precinct Assistant



# ELECTION CELL PHONES



# IMPORTANT PHONE NUMBERS

---

## **Precinct Worker Line**

805-781-4989

- Staffing Issue
- Procedural Questions
- Supply Issues

## **Vote by Mail Call Center**

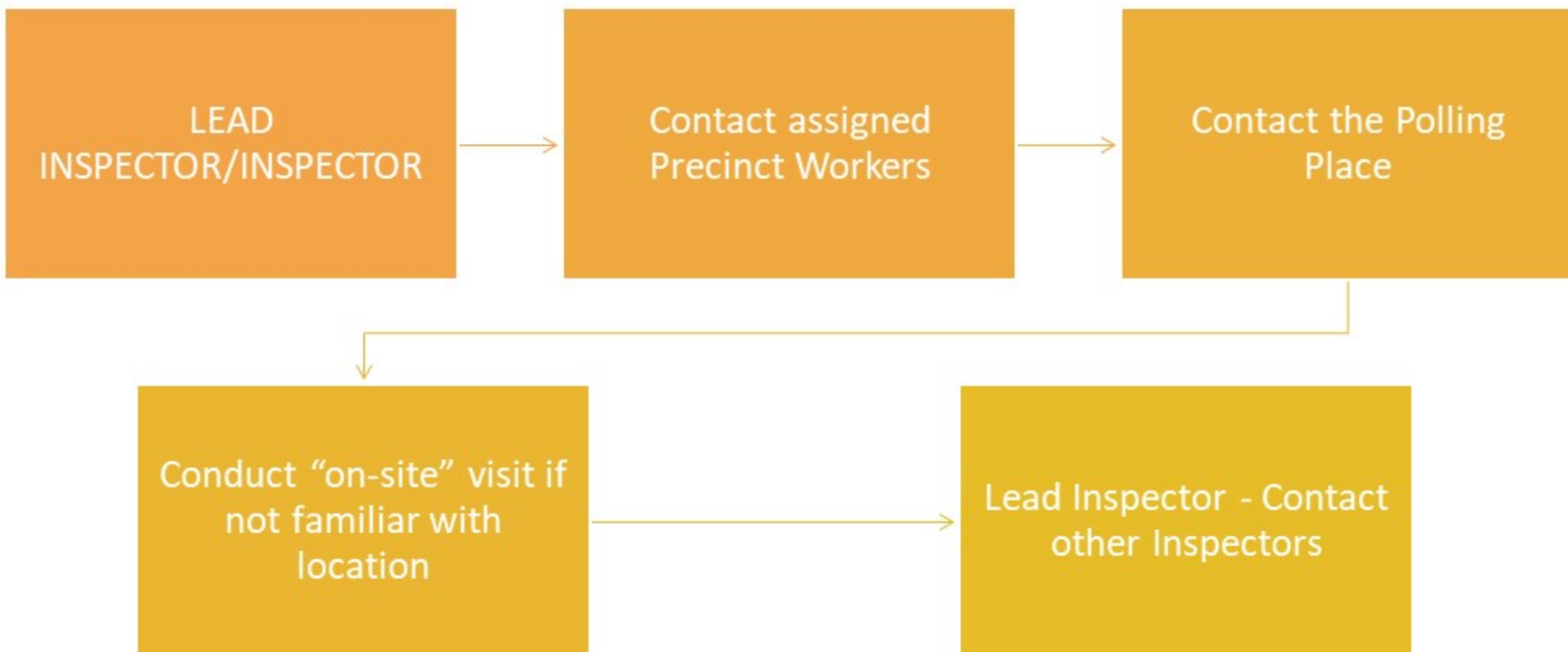
805-781-1888

- Voting Status



# CONTACTING YOUR PRECINCT WORKERS AND POLLING PLACES

---



# POLLING PLACE ROLES-OVERVIEW

---

ROSTER CLERK

BALLOT CLERK

BALLOT BOX CLERK

PROVISIONAL CLERK



# Voter Assistance Clerks

- Assigned where 3 or more precincts
- Facilitate voting process
- Stationed at the entrance to the Polling Place
- Assists with Curbside Voting



# Voter Assistance Clerk

---

**Scan with your smart phone camera to look up  
your polling place!**

**<https://clerk.slocounty.ca.gov/pollingplace/>**



# SUPPLY PICKUP

---

Supply pick up dates/times

- BRING YOUR PHOTO ID
- Check Ballots
- Sign Receipt
- Elections staff will load ballots and supplies





# 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

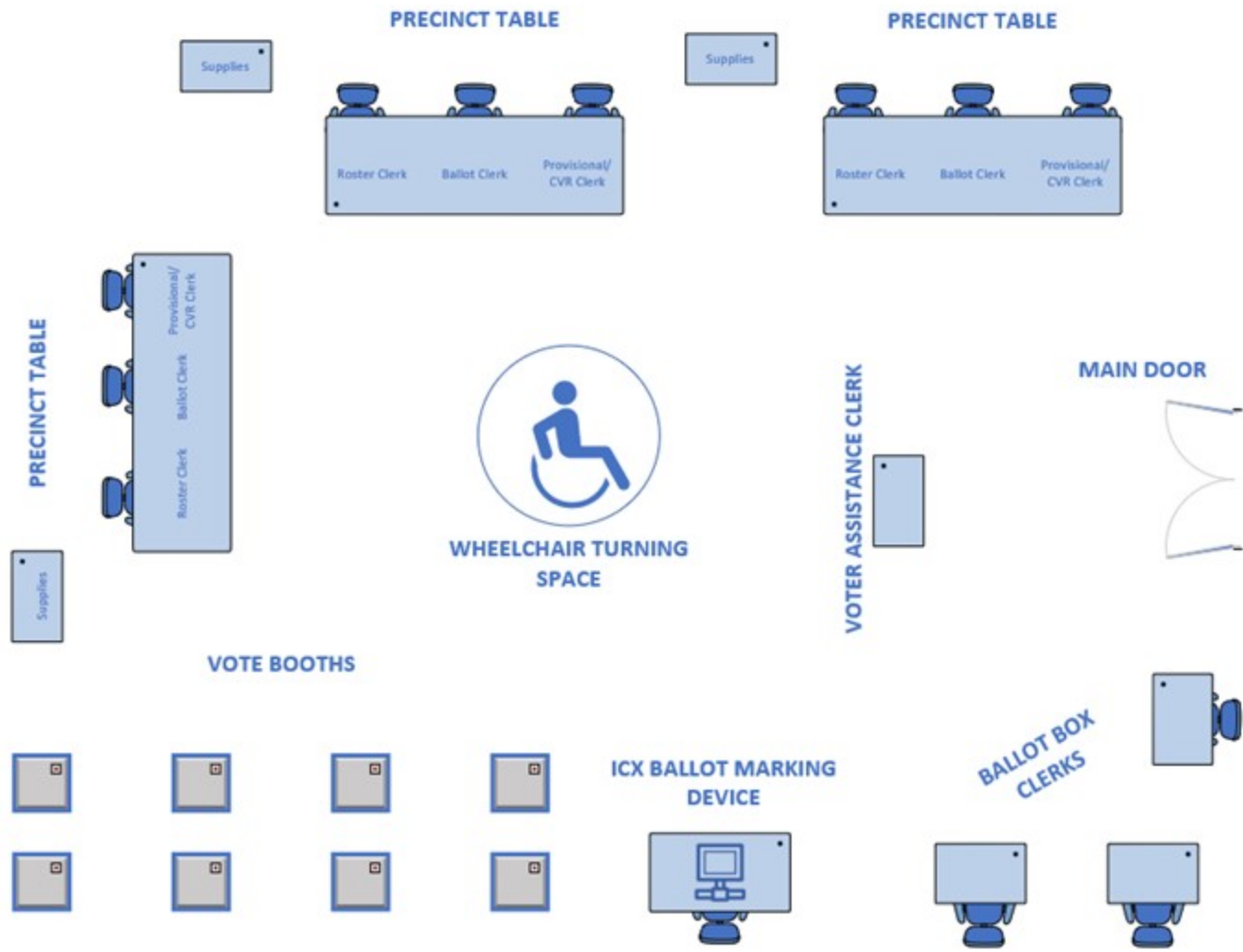
Staff Initials √	Inspector Initials √	ITEM	DESCRIPTION/NOTES/USE
		ADA Mitigation Instructions	You will only have this if your facility needs mitigation. Pictures of where mitigation is needed.
		Ballot Box Assembly Instructions (1)	Instructions for assembling the ballot boxes
		Challenged Vote Procedure (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.
		<b>Payroll Sheet (1)</b>	<b>Must be completed for precinct workers to be paid.</b> 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.

# PREPARE COMBINED AND SUPPLEMENTAL ROSTER

---

- Insert tabs
- Supplemental Roster
- Mark voters on Supplemental Roster

1	Aguilar, Jo [REDACTED]	<b>SR</b>	Inactive Voter	004
889	Aguilar, Ju [REDACTED]		Issued VBM Ballot	004
1	Aho, Be [REDACTED]		Returned VBM Ballot	004
845	Aichouri, Ab [REDACTED]		Issued VBM Ballot	004



---

# POLLING PLACE SET UP







## ICX Initial Setup



## EMERGENCY ITEMS

DO NOT LEAVE THESE ITEMS AT THE POLLING PLACE

---



- Ballots
- Indexes
- Rosters
- Provisional Envelopes
- VBM/Provisional Ballot Bag
- Tally Sheets
- Cell Phones
- Quick Guides
- Pens/Clipboard

---

ELECTION DAY ~ SETTING UP  
THE POLLING PLACE AND  
PREPARING FOR VOTERS

# Payroll Rosters and Election Officer Declaration

## 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)

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

## All Election Officers must:

- Sign Payroll Roster
- Sign Election Officer Declaration


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)

---

# PRECINCT TABLE

## Precinct Workstations

- Roster Workstation
- Ballot Issue Workstation
- Provisional/CVR/VBM Workstation



COUNTY  
of SAN LUIS  
OBISPO

SAN LUIS OBISPO COUNTY  
CLERK - RECORDER

DOMINION  
VOTING  
Our customers come first

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





## ICX SET UP ImageCastX – Accessible Ballot Marking Device

---



# OPENING SEALS AND CERTIFICATES

**#1**

  **PRECINCT BALLOT BOX LID ZIP TIE SEAL CERTIFICATE**



PRECINCT \_\_\_\_\_

**OPENING THE POLLS INSPECTOR CERTIFICATION - Place in ballot box after completed.**  
I, \_\_\_\_\_ (Precinct Inspector Signature) DO HEREBY CERTIFY  
the 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 ballot box lid seal was broken to retrieve voted ballots after the polls  
closed at \_\_\_\_\_ (write in time) and the seal number was \_\_\_\_\_  
VERIFIED BY: \_\_\_\_\_ (Precinct Worker's Signature)

**PLACE IN ELECTION NIGHT**



**#2**

  **VBM BALLOT BOX LID ZIP TIE SEAL CERTIFICATE**  
**PLACE INSIDE VBM BOX AFTER SEALING**

Precinct \_\_\_\_\_

**OPENING THE POLLS INSPECTOR CERTIFICATION**  
I, \_\_\_\_\_ (Precinct Inspector Signature)  
DO HEREBY CERTIFY the VMB ballot box lid was secured with zip tie seal  
number \_\_\_\_\_  
VERIFIED BY: \_\_\_\_\_ (Precinct Worker's Signature)



**#3**

  **PROVISIONAL/CVR BALLOT BOX LID ZIP TIE SEAL CERTIFICATE**  
**PLACE INSIDE PROVISIONAL/CVR BOX AFTER SEALING**

Precinct \_\_\_\_\_

**OPENING THE POLLS INSPECTOR CERTIFICATION**  
I, \_\_\_\_\_ (Precinct Inspector Signature)  
DO HEREBY CERTIFY the Provisional/CVR ballot box lid was secured with zip tie seal  
number \_\_\_\_\_  
VERIFIED BY: \_\_\_\_\_ (Precinct Worker's Signature)



**#4**

  **ICX BALLOT STOCK POUCH ZIP TIE SEAL CERTIFICATE**  
**PLACE INSIDE ICX BALLOT STOCK POUCH AFTER SEALING**

Precinct \_\_\_\_\_

**INSPECTOR CERTIFICATION**  
I, \_\_\_\_\_ (Precinct Inspector Signature)  
DO HEREBY CERTIFY the ICX ballot stock pouch was secured with zip tie seal  
number \_\_\_\_\_  
VERIFIED BY: \_\_\_\_\_ (Election Staff Signature)

**#11**

  **VOTER ASSISTANCE CLERK VBM BOX LID ZIP TIE SEAL CERTIFICATE**  
**PLACE INSIDE BOX AFTER SEALING**

Con \_\_\_\_\_

**OPENING THE POLLS INSPECTOR CERTIFICATION**  
I, \_\_\_\_\_ (Precinct Inspector Signature)  
DO HEREBY CERTIFY the Voter Assistance Clerk VMB ballot box lid was secured with zip tie seal  
number \_\_\_\_\_  
VERIFIED BY: \_\_\_\_\_ (Precinct Worker's Signature)

**Inspectors:** Assign the following set-up tasks to different workers to be completed before the polls open. If there is more than one precinct in the polling place, coordinate set up with the Lead Inspector.

One Worker	One Worker
<ul style="list-style-type: none"><li><input type="checkbox"/> Set up and Prepare ICX. See ICX Manual for instructions.</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> Hang BOTH Outside Indexes outside the outermost doors or directly inside the outermost doors of the polling place.</li></ul>
<ul style="list-style-type: none"><li><input type="checkbox"/> Layout ICX supplies from the Supply Tub</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> Hang the flag, with the Union Jack (blue field of stars) in the upper left-hand corner, outside the polling place.</li></ul>
<ul style="list-style-type: none"><li><input type="checkbox"/> Make sure ICX screen is facing away from voters passing by to ensure voter privacy.</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> Place the VOTE HERE signs so voters coming from different directions can find the polling place entrance.</li></ul>
<ul style="list-style-type: none"><li><input type="checkbox"/> Make sure privacy shield is set up and unit is set to <u>"ON"</u></li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> If the ADA entrance is not the main door, place an ADA sign with the arrow to direct voter to the entrance.</li></ul>
<ul style="list-style-type: none"><li><input type="checkbox"/> Set up any other accessibility equipment</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> Post "100 feet" sign and "Polling Place" sign with Precinct Number 100 feet from the entrance to the building.</li></ul>
	<ul style="list-style-type: none"><li><input type="checkbox"/> Tape Ballot Box Tally Sheet to the Ballot Box (found in Ballot Box).</li></ul>

---

COMPLETE  
THE  
REMAINING  
TASK

A photograph of a two-story building with a sign that says "Welcome" and "Agland's". The building has a balcony and a circular window in the gable. The image is overlaid with a semi-transparent dark grey rectangle containing white text.

# EMERGENCY SETUP

SETUP A PRECINCT TABLE OUTSIDE THE  
POLLING PLACE FACILITY TO PROCESS VOTERS





# EMERGENCY SETUP

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



---

QUESTIONS?

5:00





## Sensitivity at the Polls – Voter Assistance

Greet all voters  
with a smile –  
even if it is under  
a mask. 😊

Offer all voters  
assistance



Hello Здравейте Hola مالس Добры дзень  
 ह्याल ॥ Kaabo স্বাস্তি Përshëndetje  
 Ciao こんにちは Dia duit  
 Alo Tere Helo नमस्ते  
 Zdravo ជំរាបសួរ Saluton Sveiki  
 Здравствуйте



Bonjour Kaixo  
 සහාය Hei  
 Sannu Pozdravljeni  
 Helló ಹಲೋ  
 안녕하세요.  
 Greetings

## Sensitivity at the Polls – Language Assistance

TELEPHONE BASED INTERPRETER SERVICE AVAILABLE!



- 1) Dial: 1-760-548-3367  
 2) Type in PIN #: 5539-9530

3) Choose Language:  
 For Spanish Interpreter: Press "1"  
Other Languages: (See Code Chart)

4) Must provide the following:  
*First Name of Caller,*  
*Last Name of Caller, and*  
*\*LEP's First and Last Name*

**NOTES:**  
 When providing the caller information,  
 please speak clearly into the phone and  
 only press 1 if the information is correct.

\*LEP: Limited English Proficiency; the

Arabic	4	Urdu	19	German	37	Marshallese	55
Bosnian	16	Albanian	25	Bulgarian	42	Chin-Hakha	67
Burmese	2	Armenian	35	Dari	54	Croatian	64
Cantonese	12	Bengali	26	Filipino	48	Czech	63
Farsi	13	Cambodian	28	Greek	43	Dutch	58
French	7	Canadian French	32	Indonesian	45	Georgian	56
Fulani	15	Hindi	21	Japanese	39	Hakha-Chin	68
Gujarati	18	Hmong	22	Kurdish	51	Hakka-Chinese	60
Haitian Creole	9	Italian	33	Lithuanian	44	Hebrew	62
Korean	11	Karenni	36	Malayaian	50	Kinyarwanda	66
Mandarin	5	Kirundi	30	Mongolian	47	Macedonian	65
Nepali	6	Polish	20	Pashto	52	Oromo	69
Portuguese	14	Punjabi	27	Persian	49	Tamil	59
Russian	8	Romanian	29	Samoan	53	Tibetan	57
Somali	10	Tagalog	24	Serbian	38	Tongan	70
Spanish	1	Thai	34	Serbo-Croatian	40	Yoruba	61
Swahili	17	Tigrinya	23	Twi	41	Syriac	72
Vietnamese	3	Turkish	31	Ukrainian	46	All other	6

# Sensitivity at the Polls – Language Assistance

# Sensitivity at the Polls – Items for Accessibility

- Pen Grips
- Handi-Lens Magnifier

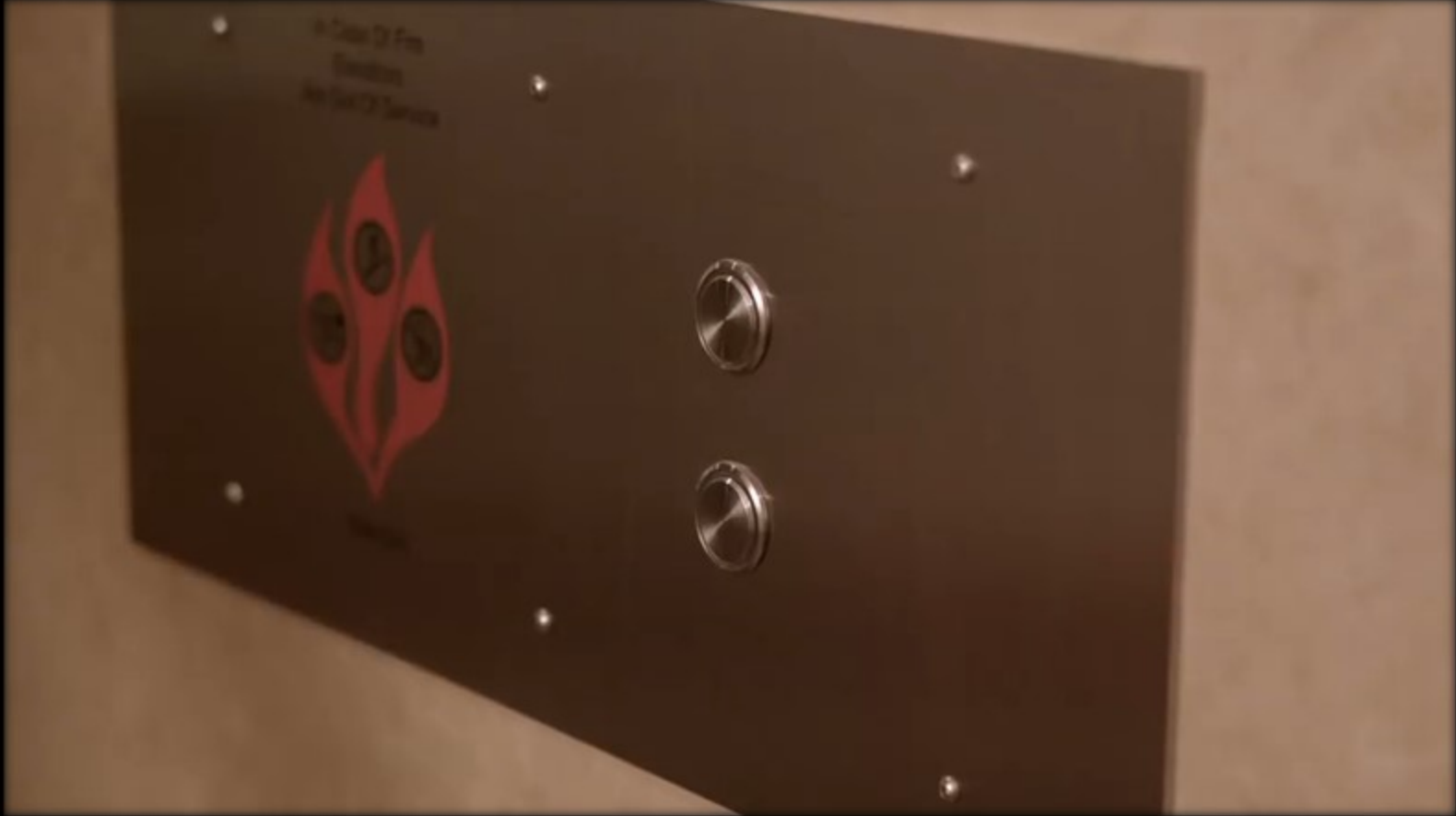




Sensitivity at the Polls  
– Cultural/Gender  
Sensitivity







# ADDITIONAL VOTER'S RIGHTS

---

Rights of Voters  
Accompanied  
by Children

Rights of  
Election  
Observers

Rights of News  
Media



# Opening the Polls

---

A solid orange vertical bar is positioned on the left side of the slide, extending from the top to the bottom.

# OPENING AND CLOSING PROCEDURES



# TRACKING BALLOTS

---

# of Ballots Received

# of Ballots Deposited in the Ballot Box

# of Spoiled Ballots

# of Ballots Remaining

# PRECINCT BALLOT TALLY



**BALLOT BOX TALLY** PLACE IN ELECTION NIGHT RETURN ENVELOPE

PRECINCT# 101

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

# 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 50

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

### ICX BALLOT ISSUED TALLY

101

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

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

102

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

### 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

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

 **County of San Luis Obispo Elections**  
Provisional and Conditional Voter Registration Envelope

1  I am a registered voter in this county and I am providing my current address.

2  I am a registered voter in this county and I am providing my current address. **Gene Abrams** 

3 Your legal name: **GENE ABRAMS**

4 Identification: **59 04** **CO**  
**E99999**

5 The address where you live: **1520 PINE ST.**  
**PASO ROBLES - CA 9396 - SLO**

6 The address where you receive mail: \_\_\_\_\_

7 I want to choose a political party preference:

8  I do not wish to choose a political party preference.

9 My date of birth: **MISSION ST SAN MIGUEL**

10 Contact info: **205 999-9999**



# PROVISIONAL/CVR BALLOT STATEMENT



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)

Place in Election Night Return Envelope

BALLOT QUANTITY WORKSHEET  
PROVISIONAL BALLOTS

PRECINCT # 521

BALLOT TYPE 10

PARTY	# INITIAL BALLOTS RECEIVED A	NEXT BALLOT # AT CLOSE B	# UNVOTED BALLOTS REMAINING C
AMERICAN INDEPENDENT	25		
DEMOCRATIC	50		
GREEN	25		
LIBERTARIAN	25		
NO PARTY PREFERENCE	50		
PEACE AND FREEDOM	25		
REPUBLICAN	50		
TOTAL # OF BALLOTS	250		



# VOTE BY MAIL BALLOT PROCESS

---

# DEPOSITING BALLOTS

---

## ELECTIONS CODE §3016.5. NOTICE

Due to specific requirements in Elections Code Section 3016.5(a), voters in San Luis Obispo County cannot drop their vote by mail ballot directly into the ballot box without the identification envelope. This regulation is in place because our county polling places do not have real-time access to the county elections official's election management system. This system is necessary to verify that the voter has not already returned a vote by mail ballot for that election and to update the voter's status.

We understand the importance of your vote and are committed to ensuring that your voting experience is smooth and compliant with the law.

Should you have any questions or require further assistance, please do not hesitate to contact the Elections Office at 1-805-781-5228.



## Elections Code Section 3016.5.


(a) A voter may vote their vote by mail ballot, without the identification envelope, in person at the polling place designated for the voter's home precinct or at a vote center established pursuant to Section 4005, if all of the following conditions are met:

- (1) The precinct board or vote center election board has real-time access to the county elections official's election management system, and does both of the following:
  - (A) Verifies that the voter has not returned a vote by mail ballot for that election.
  - (B) Changes the status of the voter in the election management system from a vote by mail voter to an in-person voter.
- (2) After the voter's status has been changed pursuant to subparagraph (B) of paragraph (1), the voter provides their name, address, and signature pursuant to Section 14216.
- (3) The county elections official has established procedures to ensure that a voter who casts a ballot pursuant to this subdivision does not submit more than one vote by mail ballot without the identification envelope, and the precinct board or vote center election board complies with those procedures.

(b) A ballot cast pursuant to subdivision (a) shall be processed and counted in the same manner as a nonprovisional ballot cast in person at the polling place or vote center.

*(Added by Stats. 2023, Ch. 661, Sec. 1. (AB 626) Effective January 1, 2024.)*

# VOTE BY MAIL RETURNS

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

Residence Address (if different, please correct below)

*Eleanor Manzano*  
1234 Main Street  
San Luis Obispo, CA 93408

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

X *Eleanor Manzano*

DATE 11/08/2022

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

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

NO POSTAGE  
NECESSARY  
IF MAILED  
IN THE  
UNITED STATES

**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

46209MF-1102 V0911 F3



# VOTE BY MAIL RETURNS CONTINUED

I, Albert Patel, have been authorized by

(print name of person returning ballot)

Eleanor Manzano to return this ballot.

(print name of ballot registered voter)

*Albert Patel*

(signature of person returning ballot)

Friend

(print relationship to voter)



Haven't signed up for ballot tracking?  
It's not too late - Sign up at [wheresmyballot.sos.ca.gov](http://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.

# VBM SURRENDERED BALLOTS

## ID/RETURN VBM ENVELOPE FRONT

The image shows the front of a VBM envelope. It features a red vertical bar on the left edge. At the top left is the seal of the County of San Luis Obispo. 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 a mountain range graphic and the text "Authorized by the U.S. Postal Service". To the right of the logo 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 green box with the text "Surrendered ballot do not count". Below this, there is a line for "Residence Address (if different, please correct below)". At the bottom left, there is a red warning: "VOTING TWICE IN AN ELECTION IS A CRIME." and another green box with the text "Surrendered ballot do not count". At the bottom right, there is a "BUSINESS REPLY MAIL" label with the following text: "FIRST-CLASS MAIL PERMIT NO. 788 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". At the very bottom, there is a "Witness X" line.

Return Envelope  
Official Ballot  
To be opened only by  
Canvassing Board

Residence Address (if different, please correct below)

VOTING TWICE IN AN ELECTION IS A CRIME.

Witness X \_\_\_\_\_

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

NO POSTAGE  
NECESSARY  
IF MAILED  
IN THE  
UNITED STATES

BUSINESS REPLY MAIL  
FIRST-CLASS MAIL PERMIT NO. 788 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

Surrendered ballot  
do not count

Surrendered ballot  
do not count

# VBM SURRENDERED BALLOTS

**Surrendered ballot  
do not count**


VOTE BY MAIL  
CON 102  
BT-1

19TH/24TH CONGRESSIONAL, 17TH/21ST STATE SENATE, AND 30TH/37TH STATE 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," like this: 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.

No Party Preference Instructions	Voter-Nominated Offices	
<p>You are registered as a No Party Preference voter and therefore ineligible to vote for a presidential candidate unless you request and vote a partisan ballot.</p> <p>The following parties allow a No Party Preference voter to vote in their presidential primaries:</p> <ul style="list-style-type: none"> <li>Democratic Party</li> <li>American Independent Party</li> <li>Libertarian Party</li> </ul> <p>You may request a ballot to vote in one of these primaries from your county elections official.</p> <p>If you wish to vote in the presidential primary of a party that does not permit a No Party Preference voter to vote, you must update your voter registration and request the ballot of that party. You may find additional information on the County Election Official's website at <a href="http://www.slovote.com">www.slovote.com</a>.</p>	<p>All voters may vote in these contests. Candidates display a party preference (or None) for the information of voters. This is not a party endorsement or approval.</p>	
	<p><b>STATE</b></p> <p><b>UNITED STATES SENATOR</b></p>	
	<p>There are two U.S. Senate contests on this ballot.</p> <ul style="list-style-type: none"> <li>One for the regular 6-year term ending January 3, 2031</li> <li>One for the remainder of the current term ending January 3, 2025</li> </ul> <p>You may vote for both contests.</p>	
	<p><b>United States Senator (Full Term)</b></p> <p style="text-align: right;">Vote for One</p>	
	<p><b>LAURA GARZA</b> Party Preference: No Party Preference Freight Railroad Worker</p>	<p><b>CHRISTINA PASCUCCI</b> Party Preference: Democratic No Ballot Designation</p>
	<p><b>SEPI GILANI</b> Party Preference: Democratic Physician/Surgeon/Professor</p>	<p><b>DAVID PETERSON</b> Party Preference: Democratic Small Business Owner</p>
	<p><b>DON J. GRUNDMANN</b> Party Preference: No Party Preference Doctor of Chiropractic</p>	<p><b>PERRY POUND</b> Party Preference: Democratic Small Business Owner</p>
	<p><b>FORREST JONES</b> Party Preference: American Independent No Ballot Designation</p>	<p><b>KATIE PORTER</b> Party Preference: Democratic U.S. Representative</p>

# VOTE BY MAIL RETURNS CONTINUED



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



**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) ↓

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

**PRINTED NAME** \_\_\_\_\_

**RESIDENCE ADDRESS** \_\_\_\_\_

**DATE** \_\_\_\_\_

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

**Witness X** \_\_\_\_\_

40-FRFRVLY8P-0324



# SPOILED BALLOTS

**SPOILED  
PRECINCT BALLOT  
DO NOT COUNT**

PRECINCT  
CON 102  
BT-1

19TH/24TH CONGRESSIONAL, 17TH/21ST STATE SENATE, AND 30TH/37TH STATE 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," like this: ● 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.

**No Party Preference Instructions**

You are registered as a No Party Preference voter and therefore ineligible to vote for a presidential candidate unless you request and vote a partisan ballot.

The following parties allow a No Party Preference voter to vote in their presidential primaries:

- Democratic Party
- American Independent Party
- Libertarian Party

**Voter-Nominated Offices**

All voters may vote in these contests. Candidates display a party preference (or None) for the information of voters. This is not a party endorsement or approval.

**STATE**

**UNITED STATES SENATOR**

There are two U.S. Senate contests on this ballot.

- One for the regular 6-year term ending January 3, 2031
- One for the remainder of the current term ending January 3, 2025

You may vote for both contests.

**SPOILED  
PROVISIONAL  
BALLOT**

PROVISIONAL  
CON 101  
BT-1

**SPOILED  
ICX BALLOT  
DO NOT COUNT**

**OFFICIAL BALLOT**  
PRESIDENTIAL PRIMARY ELECTION  
NO PARTY PREFERENCE  
MARCH 5, 2024  
SAN LUIS OBISPO COUNTY, CALIFORNIA  
19TH/24TH CONGRESSIONAL, 17TH/21ST STATE SENATE, AND 30TH/37TH STATE ASSEMBLY DISTRICTS

Ballot Type: BT-3

**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.

201

United States Senator (Full Term)  
Vote for LAURA GARZA

United States Senator  
(Partial Term)  
Vote for Write-in CHAD

District 24  
Vote for THOMAS COLE

District 17  
Vote for MICHAEL OXFORD

District 30  
Vote for DALILA EPPERSON

Judge of the Superior Court Office #2  
Vote for CRYSTAL TINDELL  
SELER

Judge of the Superior Court Office #5  
Vote for CATHERINE J.  
SWYSEN

Judge of the Superior Court Office #7  
BLANK CONTEST

Proposition 1  
Vote for NO

## PRECINCT BALLOT STATEMENT

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

PRECINCT # 102

BALLOT TYPE 1

1. Total number of **PRECINCT BALLOTS**:

PARTY	# OF BALLOTS ISSUED
American Independent	25
Democratic	50
Green	25
Libertarian	25
No Party Preference	50
Peace and Freedom	25
Republican	50
<b>LINE 1 Total # of Ballots</b>	<b>250</b>

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 **3b** **Line 4** \_\_\_\_\_

5. Number of **SPOILED** ballots **Line 5** \_\_\_\_\_

6. **TOTAL** of **Line 3a** and **Line 5** **Line 6** \_\_\_\_\_

7. # of **UNVOTED PRECINCT** ballots from the **PRECINCT BALLOT QUANTITY WORK SHEET** **Line 7** \_\_\_\_\_

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



### ICX BALLOT STATEMENT ICX BALLOT ISSUED TALLY ICX SPOILED BALLOT TALL

POLLING PLACE \_\_\_\_\_

ICX Clerk \_\_\_\_\_

ICX Clerk \_\_\_\_\_

ICX Clerk \_\_\_\_\_

#### ICX BALLOT STATEMENT

Total # of ICX blank ballots received from Lead Inspector (50 per pack) \_\_\_\_\_

Total ICX ballots issued (from tally on reverse side) \_\_\_\_\_

Total ICX ballots spoiled (from tally on reverse side) \_\_\_\_\_

Number of ICX ballots remaining \_\_\_\_\_



INSPECTOR AND PROVISIONAL/CVR CLERK MUST SIGN BELOW

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



\_\_\_\_\_  
 the PROVISIONAL/CVR CLERK, another precinct board member signs as the second voter. I CERTIFY that the total number of Provisional/ CVR ballots received and voted is as indicated on the Provisional/CV

\_\_\_\_\_  
 BOARD MEMBERS MUST SIGN BELOW.  
 \_\_\_\_\_ (Or Provisional/CVR Specialist)  
 /R CLERK: \_\_\_\_\_ (Or Other Precinct Board Member)

# SPOILED BALLOTS

# CLOSING PROCEDURES

---



**THE  
POLLS  
ARE NOW  
CLOSED!**

- Voters in line at 8:00pm are allowed to vote.
- Wait until last voter deposits ballot to begin closing procedures.

**After the Polls Close and the last Voter has deposited their ballot in Ballot Box continue with the following closing procedures:**

- **TWO WORKERS-** Perform the following tasks as the **Unvoted Ballots Team**
  - Determine the number of **UNVOTED** Precinct ballots:
    - How to calculate the number of **UNVOTED** ballots:
      - Record the next ballot number on the *Precinct Ballot Quantity Worksheet* and follow the instructions to complete.
      - Enter the total number of **UNVOTED** ballots on Line 6 of the *Precinct Ballot Statement*
  - Election staff must account for ALL BALLOTS, both **VOTED** and **UNVOTED**, during the canvass.

ASSIGN TASKS TO ALL ELECTION OFFICERS





ACCOUNTING FOR  
UNVOTED BALLOTS –MUST  
BE COMPLETED BEFORE  
THE BALLOT BOX IS OPENED  
AND VOTED BALLOTS ARE  
REMOVED

---

## PRECINCT BALLOT STATEMENT

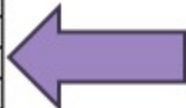
(Elections Code §14405, 14421, 15271, 15275)

PRECINCT # 102

BALLOT TYPE 1

1. Total number of **PRECINCT BALLOTS**:

PARTY	# OF BALLOTS ISSUED
American Independent	25
Democratic	50
Green	25
Libertarian	25
No Party Preference	50
Peace and Freedom	25
Republican	50
<b>LINE 1 Total # of Ballots</b>	<b>250</b>



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 **3b**

Line 4 \_\_\_\_\_

5. Number of **SPOILED** ballots

Line 5 \_\_\_\_\_

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

Line 6 \_\_\_\_\_

7. # of **UNVOTED PRECINCT** ballots from the  
**PRECINCT BALLOT QUANTITY WORK SHEET**

Line 7 \_\_\_\_\_

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

---



---

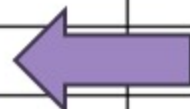
Place in Election Night Return Envelope

## BALLOT QUANTITY WORKSHEET PRECINCT BALLOTS

PRECINCT # 101

BALLOT TYPE 1

PARTY	# OF INITIAL BALLOTS RECEIVED	NEXT BALLOT # AT CLOSE	# UNVOTED BALLOTS REMAINING
	A	B	C
AMERICAN INDEPENDENT	25		
DEMOCRATIC	50		
GREEN	25		
LIBERTARIAN	25		
NO PARTY PREFERENCE	50		
PEACE AND FREEDOM	25		
REPUBLICAN	50		
<b>TOTAL # OF BALLOTS</b>	<b>250</b>		



# PRECINCT BALLOT STATEMENT AND BALLOT QUANTITY WORKSHEET

# ACCOUNTING FOR UNVOTED BALLOTS

## BALLOT QUANTITY WORKSHEET PRECINCT BALLOTS



PRECINCT # 101

BALLOT TYPE 1

PARTY	# OF INITIAL BALLOTS RECEIVED A	NEXT BALLOT # AT CLOSE B	# UNVOTED BALLOTS REMAINING C
AMERICAN INDEPENDENT	25	20	6
DEMOCRATIC	50	20	31
GREEN	25	20	6
LIBERTARIAN	25	20	6
NO PARTY PREFERENCE	50	20	31
PEACE AND FREEDOM	25	20	6
REPUBLICAN	50	20	31
TOTAL # OF BALLOTS	250	X	117

# COMPLETE UNVOTED BALLOT SEAL AND CERTIFICATES

#8

  **UNVOTED PRECINCT BALLOTS TAMPER EVIDENT SEAL CERTIFICATION**  
USE AFTER POLLS CLOSE - ONE FORM PER CONTAINER

Precinct # 101

After completing this form place inside unvoted precinct ballot container **BEFORE** attaching tamper evident seals to the box.

Serial numbers of unvoted **precinct ballots** beginning:  
026 and end 100

Serial number of Tamper Evident Seal #1 \_\_\_\_\_



Serial number of Tamper Evident Seal #2 \_\_\_\_\_

**Precinct workers sign below.**

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

\_\_\_\_\_

#9

  **UNVOTED PROVISIONAL BALLOTS TAMPER EVIDENT SEAL CERTIFICATE**  
USE AFTER POLLS CLOSE - ONE FORM PER CONTAINER

Precinct# 101

After completing this form place it inside unvoted provisional ballot container **BEFORE** attaching tamper-evident seals to the box.

Serial numbers of unvoted **provisional ballots** beginning:  
\_\_\_\_\_ and end \_\_\_\_\_

Serial number of Tamper Evident Seal #1 \_\_\_\_\_

Serial number of Tamper Evident Seal #2 \_\_\_\_\_

**Precinct workers sign below.**

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

\_\_\_\_\_



# COMPLETE UNVOTED BALLOT SEAL AND CERTIFICATES

#8

COUNTY OF SAN LUIS OBISPO  
SEAL OF SAN LUIS OBISPO COUNTY  
CLERK - RECORDER

**UNVOTED PRECINCT BALLOTS TAMPER EVIDENT SEAL CERTIFICATION**

USE AFTER POLLS CLOSE - ONE FORM PER CONTAINER

Precinct # 101

After completing this form place inside unvoted precinct ballot container **BEFORE** attaching tamper evident seals to the box.

Serial numbers of unvoted **precinct ballots** beginning:  
026 and end 100

Serial number of Tamper Evident Seal #1 \_\_\_\_\_

Serial number of Tamper Evident Seal #2 \_\_\_\_\_

**Precinct workers sign below.**

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

\_\_\_\_\_

#9

COUNTY OF SAN LUIS OBISPO  
SEAL OF SAN LUIS OBISPO COUNTY  
CLERK - RECORDER

**UNVOTED PROVISIONAL BALLOTS TAMPER EVIDENT SEAL CERTIFICATE**

USE AFTER POLLS CLOSE - ONE FORM PER CONTAINER

Precinct# 101

After completing this form place it inside unvoted provisional ballot container **BEFORE** attaching tamper-evident seals to the box.

Serial numbers of unvoted **provisional ballots** beginning:  
\_\_\_\_\_ and end \_\_\_\_\_

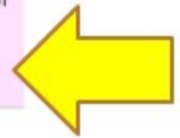
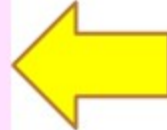
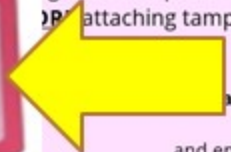
Serial number of Tamper Evident Seal #1 \_\_\_\_\_

Serial number of Tamper Evident Seal #2 \_\_\_\_\_

**Precinct workers sign below.**

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

\_\_\_\_\_



**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:**

75

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 \_\_\_\_\_

# VOTED PRECINCT BALLOTS

#1

COUNTY OF SAN LUIS OBISPO



PRECINCT BALLOT BOX LID ZIP TIE SEAL CERTIFICATE

PRECINCT 101

**OPENING THE POLLS INSPECTOR CERTIFICATION - Place in ballot box after completed.**

I, \_\_\_\_\_ (Precinct Inspector Signature) DO HEREBY CERTIFY the 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 ballot box lid seal was broken to retrieve voted ballots after the polls closed at \_\_\_\_\_ (write in time) and the seal number was \_\_\_\_\_

VERIFIED BY: \_\_\_\_\_ (Precinct Worker's Signature)

**PLACE IN ELECTION NIGHT RETURN ZIP BAG**

#5

COUNTY OF SAN LUIS OBISPO



VOTED PRECINCT BALLOT TAMPER EVIDENT SEAL CERTIFICATE

USE AFTER POLLS CLOSE- ONE FORM PER CONTAINER

Precinct 101

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

Total number of voted ballots in return box: \_\_\_\_\_

Serial number of Tamper Evident Seal #1 \_\_\_\_\_


Serial number of Tamper Evident Seal #2 \_\_\_\_\_

**PRECINCT WORKERS SIGN BELOW.**

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

\_\_\_\_\_

\_\_\_\_\_



OFFICIAL ELECTIONS SEAL  
Tamper Evident Label  
Report immediately if "VOID OPEN" appears.

**DO NOT SEAL CONTAINER OF BALLOTS UNTIL PRECINCT BALLOT STATEMENT IS COMPLETED**

# COMPLETE THE LABELS ON THE VOTED BALLOT CONTAINERS

---

**PRECINCT #:**

## **VOTED PRECINCT BALLOTS CONTAINER**

**MARCH 5, 2024 PRESIDENTIAL PRIMARY ELECTION**

After polls close, place all voted Precinct Ballots inside this container. Complete the Voted Precinct Ballots Container Tamper-evident Seal Certificate. Place the completed certificate inside this container then seal it with tamper-evident seals. Return this container to the Collection Center.

**Number of Voted Precinct Ballots for this Precinct:** 25

Box 1 of 1



PLACE IN ELECTION NIGHT RETURN ZIP BAG

## PRECINCT BALLOT STATEMENT

(Elections Code §14405, 14421, 15271, 15273)

PRECINCT # 102

BALLOT TYPE 1

1. Total number of **PRECINCT BALLOTS**:

PARTY	# OF BALLOTS ISSUED
American Independent	25
Democratic	50
Green	25
Libertarian	25
No Party Preference	50
Peace and Freedom	25
Republican	50
<b>LINE 1 Total # of Ballots</b>	<b>250</b>

2. Total NUMBER of VOTERS who **SIGNED** Roster (from Voter Tally Sheet) **Line 2** \_\_\_\_\_
3. Number of **VOTED** ballots. **Line 3a** \_\_\_\_\_
- a. Number of voted **Precinct** ballots **Line 3a** \_\_\_\_\_
- b. Number of voted **ICX** ballots **Line 3b** \_\_\_\_\_
4. **TOTAL** of **Lines 3a** and **3b** **Line 4** \_\_\_\_\_
5. Number of **SPOILED** ballots **Line 5** \_\_\_\_\_
6. **TOTAL** of **Line 3a** and **Line 5** **Line 6** \_\_\_\_\_
7. # of **UNVOTED PRECINCT** ballots from the **PRECINCT BALLOT QUANTITY WORKSHEET** **Line 7** \_\_\_\_\_

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

---

---

# PRECINCT BALLOT STATEMENT

---

**INSPECTOR AND PROVISIONAL/CVR CLERK MUST SIGN**

<b>PROVISIONAL/CVR BALLOT STATEMENT</b>	
<b>Line No. &amp; Category</b>	<b>Total</b>
1. Starting Number of Unvoted Provisional Ballots on Election Morning	
2. Number of Voted Provisional Ballots in Ballot Box (from the Provisional Ballot Tally Sheet)	
3. Number of Provisional Voters who voted on the ICX Device (from ICX Clerk)	
4. Number of Spoiled Provisional Ballots (From Spoiled Provisional Ballots Tally)	
5. Number of Unused Provisional Ballots (From the Provisional Ballot Quantity Worksheet)	

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

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

**TWO PRECINCT BOARD MEMBERS MUST SIGN BELOW:**

INSPECTOR: \_\_\_\_\_ (Or Provisional Clerk)

PROVISIONAL CLERK: \_\_\_\_\_ (Or Other Precinct Board Member)



**PROVISIONAL/CVR BALLOT BOX INSERTION  
SLOT ZIP TIE SEAL CERTIFICATE**

**AFTER POLLS CLOSE**

Precinct# \_\_\_\_\_

**PLACE INSIDE PROVISIONAL/CVR BOX BEFORE SEALING**

Once the polls are closed, you need to secure the Provisional/CVR box so no other ballots can be placed in the box. Complete the certification below. Verify the zip tie number. Place this certification into the Provisional Ballot box, then apply the zip tie to the ballot insertion slot securing box so no further ballots can be inserted.

**CLOSING THE POLLS INSPECTOR CERTIFICATION**

I, \_\_\_\_\_ (Precinct Inspector Signature)

DO HEREBY CERTIFY the Provisional/CVR ballot insertion slot was secured with zip tie seal number \_\_\_\_\_ after close of polls.

VERIFIED BY: \_\_\_\_\_ (Precinct Worker's Signature)

# PROVISIONAL BALLOT STATEMENT

# 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**

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

**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

**102**

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



#10

## UNVOTED ICX BALLOT STOCK POUCH ZIP TIE SEAL CERTIFICATE - CLOSING

PLACE INSIDE ICX BALLOT STOCK POUCH  
AFTER SEALING

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 Twenty five  
and 25.\*  
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

<input type="checkbox"/>	<b>Declaration Page:</b> should be signed when worker starts their shift	<i>Inside front cover of the Roster</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT	<b>Stays in the Roster (goes in Election Night Return Envelope after the Polls close)</b>
<input type="checkbox"/>	<b>Payroll Sheet:</b> should be signed when workers start their shift	<i>Loose in Blue Bag</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT	<b>Election Night Return Envelope</b>
<input type="checkbox"/>	<b>Closing Certificate</b>	<i>Inside front cover of the Roster</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT present at closing	<b>Stays in the Roster (goes in Election Night Return Envelope after completion)</b>
<input type="checkbox"/>	<b>Seal for Envelope for Spoiled and Surrendered Ballots</b>	<i>Inside Seals and Certificates Envelope</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT present at closing	<b>Place one on Spoiled and Surrendered Ballots Envelope so it cannot be opened without tearing</b>
<input type="checkbox"/>	<b>Label for UNVOTED ballots</b>	<i>On Container(s) for Unvoted Ballots</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT present at closing	<b>After sealing place Container(s) in Election return bag</b>
<input type="checkbox"/>	<b>UNVOTED ballots Seal Certificate</b>	<i>Inside Seals and Certificates Envelope</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT present at closing	<b>Place inside container(s) for Unvoted Ballots before sealing</b>
<input type="checkbox"/>	<b>Precinct Ballot Statement/Certificate of Packaging &amp; Sealing Form</b>	<i>Inside Seals and Certificates Envelope</i>	ALL WORKERS AT <u>YOUR</u> PRECINCT present at closing	<b>After completion place in Election Night Return Envelope</b>
<input type="checkbox"/>	<b>Provisional/CVR Ballot Statement</b>	<i>Reverse side of the Provisional/CVR</i>	Inspector-Provisional/CVR Clerk	<b>After completion <u>drop in</u> slot in Blue ballot bag with provisional/cvr</b>

# BEFORE LEAVING THE POLLING PLACE

USE YOUR CHECKLIST TO MAKE SURE ALL FORMS ARE SIGNED

**CLOSING CHECKLIST: LEAVING THE POLLS**

<b>Bring to the Collection Center</b> <i>(at least 2 people in the same vehicle, <a href="#">EC §15201(3)</a> &amp; <a href="#">15202</a>)</i>	<b>Leave at the Polling Place</b> <i>for pick up by delivery crew</i>
<b>Collection Center Return bag</b> containing:	<b>Empty Ballot Box/Bag</b>
<b>SEALED Container(s) for VOTED Ballots</b> <b>Election Night Return Envelope</b> <b>Sealed Container(s) for Unvoted Ballots</b> <b>Sealed ICX Unvoted Pouch</b> <b>Sealed Envelope for Spoiled/Surrendered Cell Phones</b>	<b>ICX Ballot Marking Device, printer &amp; Table.</b> Follow directions in ICX manual for powering down and securing ICX.
<b>Provisional Ballot Bag</b> – (sealed) - contains Provisional ballot envelopes, VBM ballot envelopes, provisional ballot statement/tally sheet/roster and provisional ballot quantity worksheet	<b>Supply Tubs</b> (ICX Supplies Envelope, removed signage and all other supplies)
<b>VBM Ballot Bag (s)</b> - (sealed) - Contains Vote-by-Mail ballots. Only provided to polling places with Voter Assistance Clerks and Outside Ballot Drop off	<b>Voting Booths</b> (Do NOT disassemble or remove signs)
<b>Receipt for Precinct Supplies</b>	<b>Accessibility Equipment</b> (bring inside polling place for delivery crew to disassemble)

# BEFORE LEAVING THE POLLING PLACE

Use the Closing Checklist

Do you have everything to be returned to the collection Center ?

Remaining items are ready to be picked up the following day?

# RETURNING SUPPLIES

## RECEIPT FOR BALLOTS, VBM BOX, AND PRECINCT SUPPLIES

Receipt Ballots, VBM Box, and for Precinct Supplies of the above-named precinct received at  
**REGIONAL COLLECTION CENTER** this date at \_\_\_\_\_ p.m.

By \_\_\_\_\_ Deputy

✓ Inspector, do you have everything below?	Collection Center ✓
<input type="checkbox"/> Box of Sealed Voted Ballots	<input type="checkbox"/>
<input type="checkbox"/> VBM/Provisional Zip Tie Sealed Ballot Box	<input type="checkbox"/>
<input type="checkbox"/> Outside VBM Blue Sealed Box (If precinct has one)	<input type="checkbox"/>
<input type="checkbox"/> Voter Assistant Clerk VBM Brown Sealed Box (If precinct has one)	<input type="checkbox"/>
<input type="checkbox"/> Boxes of Sealed Unvoted Precinct/Provisional Ballots	<input type="checkbox"/>
<input type="checkbox"/> Sealed Envelope of Spoiled & Surrendered Ballots	<input type="checkbox"/>
<input type="checkbox"/> Election Night Return Envelope	<input type="checkbox"/>
<input type="checkbox"/> Cell Phone(s)	<input type="checkbox"/>
<input type="checkbox"/> Two Precinct Workers	<input type="checkbox"/>

Receipt for Ballots, VBM Box, and Precinct Supplies of the above-named precinct received at **SLO**  
**CENTRAL COLLECTION CENTER** this date at \_\_\_\_\_ p.m.

By \_\_\_\_\_ Deputy

- Two workers in same car
- Have receipt in hand
- Stay in car
- Election staff will check supplies
- Sign receipt and give you copy



---

QUESTIONS?

5:00



A solid orange vertical bar is positioned on the left side of the slide, extending from the top to the bottom.

# ELECTION DAY SITUATIONS

# UNRULY VISITORS

- Do your best to diffuse the situation
- Remember do not deny the right to vote to anyone-use the provisional process
- Call Precinct Assistant for backup
- Call 911 if you feel threatened or your safety is in jeopardy
- Use a catch phrase to notify workers you need help.
- Precinct workers are not expected to put themselves in danger at any time!



## Accidents/Emergencies

---

Call 911 if necessary

Call the Precinct Worker  
Number

Inform your Precinct Assistant



<p><b>Any member of the Precinct Board may challenge a person's right to vote for any of the reasons stated:</b> (Offer a Provisional/CVR ballot and write the reason for the challenge on the Provisional CVR Ballot under comments.)</p>	<p>That the voter:</p> <ul style="list-style-type: none"> <li>• is not the person whose name appears on the Roster.</li> <li>• is not a resident of the precinct and does not intend to return to that residence.</li> <li>• is not a citizen of the United States.</li> <li>• has previously voted in this election either by Vote-by-Mail ballot or at a polling place.</li> <li>• not 18 years of age at the time of this election.</li> </ul> <p>Consult the chart in the precinct supplies title "Challenged Voter Procedure" or your "Election Officers Digest" for details.</p>
<p><b>Challenge List</b></p>	<p>Complete the information needed on the <b>Challenge List</b>, in Roster, for every voter challenged.</p>

# Challenging a Voter

---

# Challenging an Election

# TIPS FOR ELECTION DAY

---

## Be prepared

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

## Bring with you

- Patience
- Sense of humor



# Training Videos Available Online by February 29th

## Current Happenings & Highlights from the Clerk-Recorder



- [March 5, 2024, Presidential Primary Election](#)



### Related Services

- Voter Registration
- Vote-By-Mail
- Voter Information Guides
- Voter Language Assistance
- 🔗 Voter Status Lookup
- Voting - Military and Overseas Citizens
- Where to Vote
- Precinct Workers



**Elaina Cano**  
County Clerk-Recorder

### Take me to:

- Precinct Worker Program - Application Form
- Precinct Worker Programs
- Precinct Worker Video Trainings





# ARE YOU READY?

---



*REVIEW MANUAL &  
WORKSTATION  
PROCEDURES*



*HIGHLIGHT ANY  
PROCEDURES YOU ARE  
UNSURE OF*



*& ASK YOUR PRECINCT  
ASSISTANT FOR  
CLARIFICATION*



*REVIEW TRAINING VIDEOS  
ON [WWW.SLOVOTE.COM](http://WWW.SLOVOTE.COM)*

---

QUESTIONS?

5:00



# Training Evaluation

---

Thank you for joining us for  
Election Procedure Training!  
Please take some time to fill out an  
evaluation form.

# Thank You!