

# BOX ELDER COUNTY

## Election Volunteer / Poll Worker

### 2006 QUESTIONNAIRE

<b>Office Use Only:</b>
_____ Precinct
_____ Position

Please return this form as soon as possible to:  
Box Elder County Recorder/Clerk Office  
01 South Main Street Brigham City, UT 84302



Date: \_\_\_\_\_

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Have you previously worked as a Poll Worker in Box Elder County? **Yes** \_ **No** \_

Did you work as a Poll Worker in the 2004 elections? **Yes** \_ **No** \_

If yes, what precinct or city? \_\_\_\_\_

Would you be willing to work in a voting precinct other than your own? **Yes** \_ **No** \_

If yes, how far would you be willing to travel in Box Elder County? \_\_\_\_\_

Do you have any physical limitations that would prohibit you from diligently doing your duty or sitting for a minimum of 14 hours? **Yes** \_ **No** \_

Will you be available for the following elections?

**General, November 7** **Yes** \_ **No** \_

Are you able to pick up voting supplies for the voting precinct? **Yes** \_ **No** \_

#### **You will be required to attend mandatory training.**

We will be using the new Electronic Voting Machines, so training will be mandatory this year. (Notice of date and time will be given later.) If you have any questions, please call us at (435)734-3391.

**Note:** When hiring poll workers, we are required to consider those that sign up at their caucus meetings first. Please try to attend your caucus meetings. If you attend fill out this application and have the precinct chair sign the bottom of this application and leave it with them. We need you!

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Poll Worker - Titles and Duties**

### **RECEIVING CLERK**

- Look up voter's name
- Verify Voter Identification (if necessary)
- Collect signatures in Official Register
- Assign ballot format

### **POLL BOOK CLERK**

- Record all voters in poll book
- Assist with set-up
- Assist with take down

### **BALLOT CLERK**

- Give instructions to voters
- Encode voter access cards according to ballot format
- Spoil ballots if necessary

### **POLL MANAGER**

(Additional training required)

- Pick up and drop off supplies
- Able to lift 40 pounds
- Oversee Voting equipment set-up and take down
- Oversee polling place set-up and take down
- Troubleshoots and provides instructions
- Monitors and maintains machines as needed
- Assists voters with touch screens as necessary
- Greet and direct voters
- Reconcile Election Day activity

### **INFORMATION CLERK / PROVISIONAL CLERK**

(Additional training required)

Provisional ballots are cast on an optical scan (fill in the oval) paper ballots. Provisional voters do not use the electronic voting equipment.

- Assist Poll Manager
- Able to lift 40 pounds
- Greet and direct voters
- Assist with touch screens as necessary
- Process all provisional voters
- Instruct voters on completion of provisional ballot envelope
- Complete Provisional Reconciliation form

I have reviewed the Poll Worker descriptions.

I am interested in serving as a Poll Worker.

I would like to serve as: (check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Receiving Clerk | <input type="checkbox"/> Poll Manager                          |
| <input type="checkbox"/> Poll Book Clerk | <input type="checkbox"/> Information Clerk / Provisional Clerk |
| <input type="checkbox"/> Ballot Clerk    |  |