

# Election Judge Training Newsletter #1

Nancy Schultz Voots

Will County Clerk



## A MESSAGE FROM THE COUNTY CLERK

Dear Election Judge:

I hope you are enjoying your summer. The November 2<sup>nd</sup> General Election is fast approaching. This is the first in a series of 12 newsletters we will send you in the next few months to read in the convenience of your home. All five Election Judges are needed as each of you play a vital role in the election process. If you are unable to serve as an Election Judge, please call Joanne at 815/740-4617 or Robin at 815/740-4616 as soon as possible so they can find replacements.

Please be sure to read the newsletters and keep them for reference so you can refer to them when you take the state mandated written test. This will also increase your confidence on Election Day.

### Election Day Tips:

- ★ Arrive at your assigned Polling Place at 5 a.m. to ensure it is set up for Voting to begin at 6 a.m.
- ★ Carefully follow the step-by-step procedures on the laminated sheet for both the Ballot Counter and AutoMARK.
- ★ All Election Judges have EQUAL AUTHORITY; there is NO head Judge.
- ★ It is so important to ROTATE positions throughout the day so each Election Judge has confidence at each of the stations.
- ★ The County Clerk does not provide meals or beverages for Election Judges. Remember to bring a cooler with refreshments to last throughout the day.

### Report of Persons Deceased/ Moved

- Only immediate family members may provide information.
- By law, forms completed by Election Judges, neighbors and other non-related individuals are not sufficient to remove a voter.
- Completed forms are to be returned in the Election Day Binder in the appropriate sleeve.

### Campaign Free Zone

- Zone is 100 feet from the door entrance of the room where the booths are set up.
- Electioneering means working for, against or in the interest of a candidate, political party or a proposition and is prohibited within the Campaign Free Zone.
- Pollwatchers and Voters are prohibited from wearing election related clothing, hats or handing out literature within 100 feet of the Campaign Free Zone.

### Pollwatchers

- Must have valid credentials and surrender the form to the Election Judges.
- Are allowed to be present in the Polling Place while you're opening the polls at 5:00 a.m., during poll hours and while the polls are being closed at 7:00 p.m. as long as they are in the polling place by 7:00 p.m.
- Are not allowed to touch any supplies or materials.
- Must be registered voters in the State of Illinois.

If you have any questions on Election Day, please refer to your manual. If you have further questions, then call the County Clerk's Office. (See inside front cover of your manual for phone numbers)

**This newsletter covers pages 3, 9, 11-18, 26-29 and page 46 in your Election Judge Manual**