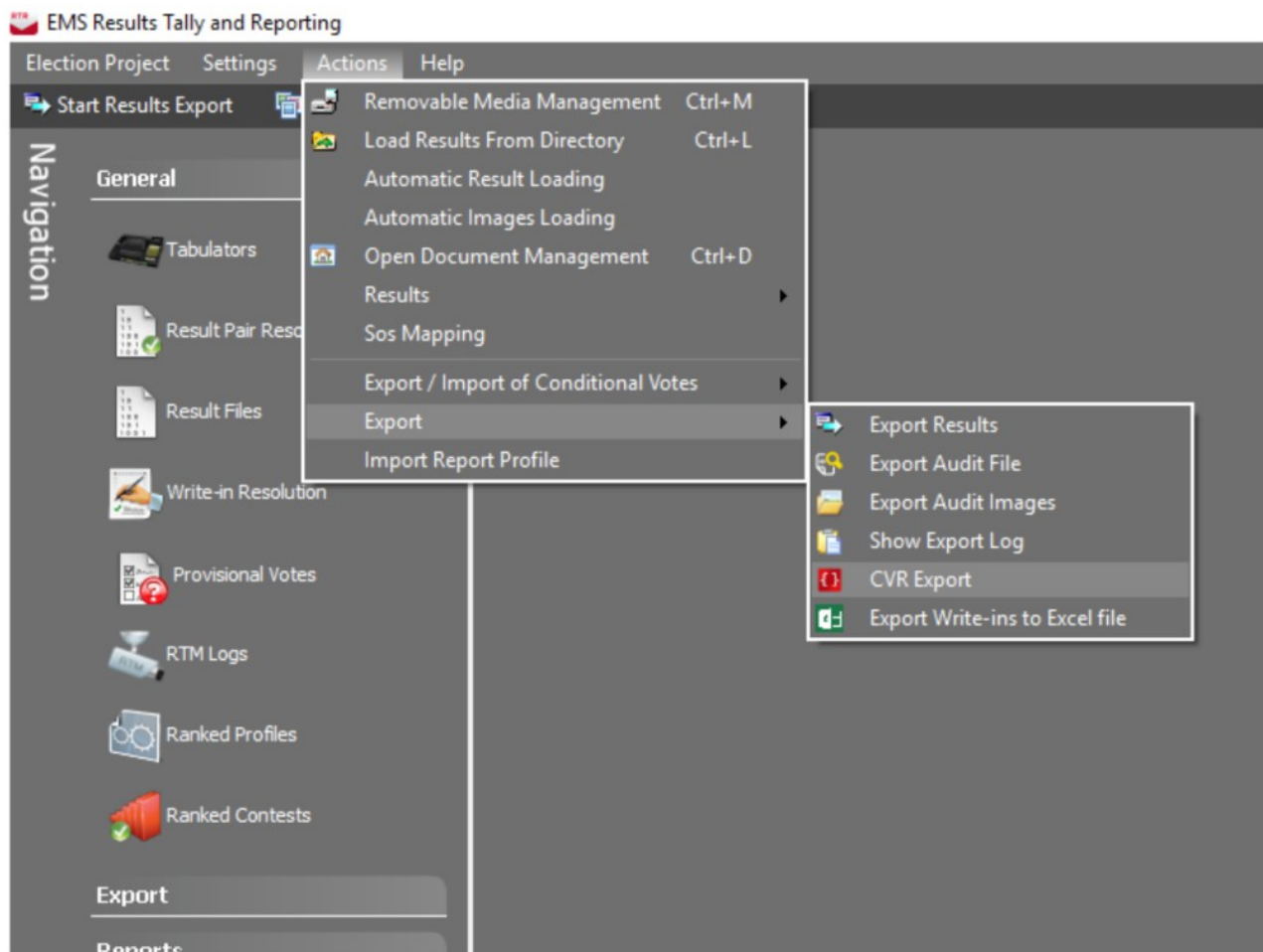To Whom It May Concern:

Pursuant to Article I, section 24 of the Florida Constitution, and chapter 119, F.S., I am requesting a copy of the _____ County Cast Vote Record (CVR) report, in a digital format, for all of the elections that were on the ballot for the November 3, 2020 General Election.

I am requesting a text, comma, or tab delimited file, or a text-based report, listing, in the sequence processed by the county, every ballot, its sequential ID, its timestamp, its method of voting (for example: in-person, mail-in, provisional, absentee, "other", etc. – any ballots that were tabulated as part of the 2020 General Election), the specific votes contained for all races, and the batch ID and tabulator ID. Should any fields not be available, please include the fields which are. To be clear, I am NOT requesting a summary report of votes, I am requesting a perballot report. This set of information is sometimes known as a "Cast Vote Record" (CVR), "ballot log", or a "summary of ballots". If the data exists as multiple files or reports, for instance by batch or by precinct, you do not need to aggregate them, please send the individual files. I specifically do NOT want any information that identifies a specific voter, and I guarantee and stipulate that this information will not be used for that purpose.

A report of this type would have very likely already been created when [County] County audited their election results. If not, and you are not readily familiar with how to generate this report, you can refer to the instructions outlined in Chapter 14 of the Dominion User Guide. For your 4 convenience, here are the steps:
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1. Navigate to the Actions menu, click the Export menu item and click the CVR Export sub-menu item.

2. The CVR Export screen will appear.

3. Select criteria for filters if applicable, or leave as ALL in case no filter is required.

4. Perform additional settings, if applicable:

• Create separate file per batch - check this if the export should create a separate export file for each results batch being exported. NOTE: This setting does not apply to the tabulator format, but only is used when exporting the JSON format. NOTE: If the number of batches is larger than 100, we strongly recommend that this option is used, otherwise the resulting file could be too large to produce (depending on system and project configuration).
• Published batches - only check this if the export should only contain data from published result batches. (Please leave this unchecked)
• Use tabular format - If this option is selected the export will be in the form of a tabular text file format, which can be opened in Excel instead of the default JSON format. (Please leave this unchecked)

I would prefer the files in .JSON format (there should 16 separate JSON files, unless you choose to export separate files per batch, in which case there will be more), but if that is not possible, then the tabular format will be acceptable. I am hopeful that there is someone within the _____ County Elections Commission or Board of Elections who will be able to generate the report I am looking for. Since this request is for information that will be used for

educational purposes, and is NOT INTENDED FOR COMMERCIAL USE, I would like to also respectfully request that any fees be waived. Ideally, I would like to receive the report via electronic transmission. However, if the data file is too large, and must be copied to a USB drive, I will happily supply the necessary device to the county in order to make that happen. I would like to thank you in advance for your assistance with my request. Sincerely,

Should you deny my request, or any part of the request, please state in writing the basis for the denial, including the exact statutory citation authorizing the denial as required by s. 119.07(1)(d), F.S.

I will contact your office within 5 days to discuss when I may expect fulfillment of my request, and payment of any statutorily prescribed fees. If you have any questions in the interim, you may contact me at:

Name: _____

Address: _____

Phone: _____

Thank you,

_____