

ITEMS to RETURN to DEPOT

The Chief will drive the following items to the designated return depot location:
(Warning: Some items are heavy! Ask all officers to help load Chief's car before leaving.)

CONTAINER	CONTENTS	INSTRUCTIONS
<input type="checkbox"/> Black rolling kit	See chart on previous pages	Contains envelopes, pouches, etc.
<input type="checkbox"/> Green Poll Pad cases (up to 6)	Poll Pads and attachments Stylus and cloth Chargers and power cords	No seal required.
<input type="checkbox"/> # 3 cardboard boxes of voted ballots	All scanned ballots All hand-counted ballots	Verify boxes are sealed with red tamper tape. Verify boxes have white #3 sheets taped to one side and end of each box and each box is numbered. Verify yellow signature label is affixed to the top of each box over the flaps and <u>all</u> officers signed. Verify the # of boxes of voted ballots is recorded on the Machine Certification Form .
<input type="checkbox"/> # 6 cardboard boxes of unvoted ballots	Unused (blank) standard ballots	Verify boxes are sealed with red tamper tape. Verify boxes have blue #6 sheets taped to one side and end of box. Verify white signature label is affixed to the top of each box over the flaps and <u>two</u> officers signed. (Do not forget unopened boxes in the cart.)
<input type="checkbox"/> Windshield sign	Windshield sign with precinct number	Keep near passenger seat of Chief's car for easy access.
Loose Items	Any stray items that did not get put in the cart, black kit, or blue bag.	Before you leave, check for signs that were posted outside or along the road to direct voters.