

Ballot Reconciliation Form (Election District) - Before Polls Open (Example)

Ballot Reconciliation Form (ED)

Inspectors must:

1. Open Ballot Packets in Sequential ballot order.
2. Open only one packet of ballots at a time.
3. Return all unused ballot packets at the end of the day.

Before the Polls Opened

Election District: 1 Start of Day	Number of Ballots	Initial to Indicate Affirmation	
		Dem Inspector	Rep Inspector
Preprinted Ballots	600	<i>arr</i>	<i>pde</i>
Blank Ballots	+ 50	<i>arr</i>	<i>pde</i>
Affidavits	+ 50	<i>arr</i>	<i>pde</i>
Total Ballots to Start	= 700	<i>arr</i>	<i>pde</i>

After the Polls Closed

	Number of Ballots	Initial to Indicate Affirmation	
		Dem Inspector	Rep Inspector
Unused Preprinted Ballots	210	<i>ebb</i>	<i>pmj</i>
Unused Blank Ballots	+ 49	<i>ebb</i>	<i>pmj</i>
Unused Affidavit Ballots	+ 32	<i>ebb</i>	<i>pmj</i>
Used Affidavit Ballots	+ 18	<i>ebb</i>	<i>pmj</i>
Spoiled Ballots	+ 7	<i>ebb</i>	<i>pmj</i>
Emergency Ballots	+ 0	<i>ebb</i>	<i>pmj</i>
Abandoned Ballots	+ 0	<i>ebb</i>	<i>pmj</i>
Scanned - Ballot ID: 2			
Machine 1	+ 210	<i>ebb</i>	<i>pmj</i>
Machine 2	+ 174	<i>ebb</i>	<i>pmj</i>
.....		<i>ebb</i>	<i>pmj</i>
Total Ballots - End of Day	= 700	<i>ebb</i>	<i>pmj</i>

Signature of Inspectors

Abdelaziz ? Jblana
Abdelaziz ? Jblana

Inspectors must sign here at Closing

Date: 11/2/10

District: Leg. Dist. 06-1

No 42 School Gym
3330 LAKE AV

Closing Tape Notes

Tabulator Name = Machine Number

Voting Location = Polling Site Name

Precinct = Election District

Monroe County
Primary Contention Test Eds
Tuesday, June 29, 2010

Tabulator Name
1

Tabulator ID:
1

Voting Location
St. John Road

Precinct
06-01, 06-04, 06-05

Total Scanned : **494**
Total Voters : **494**

Ballot ID : 2
Ballots Cast : **210**

Ballot ID : 3
Ballots Cast : **152**

Ballot ID : 4
Ballots Cast : **132**

Monroe County
Primary Contention Test Eds
Tuesday, June 29, 2010

Tabulator Name
2

Tabulator ID:
1

Voting Location
St. John Road

Precinct
06-01, 06-04, 06-05

Total Scanned : **613**
Total Voters : **613**

Ballot ID : 2
Ballots Cast : **174**

Ballot ID : 3
Ballots Cast : **213**

Ballot ID : 4
Ballots Cast : **226**



Compare the machine number on the Closing Tapes to the machine number on the Ballot Reconciliation Sheet.



Find the Ballot ID on the Reconciliation Sheet and compare to the Ballot ID on the Closing Tapes.



Write the result appearing next to the Ballot ID number on each Machine's Closing Tape on the Ballot Reconciliation Sheet.

Ballot Reconciliation Process – After the Polls Close

Before Beginning the Process

- A. Two inspectors, one Democratic and one Republican, should be assigned by the site chairs to do **ALL** of the Ballot Reconciliation for **ALL** Election District Tables in the Polling Site.
- B. Begin ballot reconciliation only **AFTER** the one site chair has left the Polling Site with the Red Security Pack and any candidates or poll watchers have examined the remaining copy of the closing tapes for each voting machine.
- C. The two inspectors should sit together: one should read the results from each closing tape, the other should record the results on each district's ballot reconciliation sheet.

Completing the “After the Polls Closed” section for each District’s Ballot Reconciliation Sheet

Unused/used Ballot Section

1. Examine each green ballot storage bag.
2. Count the UNUSED PRE-PRINTED BALLOTS and enter the number in “Number of Ballots” column.
3. Count the UNUSED BLANK BALLOTS and enter the number in “Number of Ballots” column.
4. Count the UNUSED AFFIDAVIT BALLOTS and enter the number in “Number of Ballots” column.
5. Count the USED AFFIDAVIT BALLOTS and enter the number in “Number of Ballots” column.
6. Count the SPOILED BALLOTS and enter the number in “Number of Ballots” column.
7. Count the UNSCANNABLE EMERGENCY BALLOTS and enter the number in “Number of Ballots” column.
8. Count the ABANDONED BALLOTS and enter the number in “Number of Ballots” column.

Scanned Ballots ID Section (from closing tapes)

1. Place closing tapes from **all** machines on table in ascending order by Machine Number.
2. Examine **each** tape by machine number.
3. Find the Ballot ID on each closing tape that is the same as the ballot ID on the reconciliation form.
4. Find “Ballots Cast” on the closing tape. It is very near the top of the tape.
5. Enter the number to the right of “Ballots Cast” on the closing tape in the “Number of Ballots” column.
6. Do steps (4) and (5) for each machine's closing tape.
7. Add all numbers in the “Number of Ballots” column. Enter that number in the “Total Ballots – End of Day.”

Complete any additional ballot reconciliation sheets.