

Precinct:

Envelope Number	Contents	Sealing and Signing Requirements*
Envelope #1A and Certification (1 for each party)	Provisional Ballot(s) VOTED	Certification of Officers
	[Sealed Green Envelopes]	Enter number of envelopes enclosed
		Sign certification (2 officers)
		Seal with label
		Sign and date label (2 officers)
Envelope #2A	YELLOW Printed Return Sheet with results tapes attached	Seal with label
		Sign and date label (2 officers)
Envelope #2B	Oath of Officer Form	Seal with label
	Pollbook (take out of binder)	Sign and date label (2 officers)
	Pollbook Count Forms	
	Statement of Results (2 identical copies)	
	Incident Report	
	Ballot Record Reports (1 each party)	
Box/Envelope #3 or 3A	Counted Ballots	Seal with tamper evident tape.
		Sign and date 2 ballot box labels (All officers)
Envelope #4 (1 for each party)	Spoiled Ballots	Seal with label
	Void Ballots	Sign and date label (2 officers)
Envelope #5	Absentee Ballots Returned Unused	Seal envelope with label
		Sign and date label(s) (2officers)
Box/Envelope #6 (1 for each party)	Unused Ballots	Seal with three labels
		Sign and date label (2 officers)
Envelope #7	Machine Seals	Seal with label
	Optical Scanner Memory Cards	Sign and date label (2 officers)
	Optical Scanner Keys	
Envelope #8	Used Voter Registration Applications	No seal required
	Used Affirmation of Eligibility Forms	
	Used Request for Assistance Forms	
	Authorized REP (Poll Watcher) Forms	
	Extra Tapes	
	Provisional Ballot Log	
	Other Completed Paperwork	