



Post-Election Pack-Up List

Red Ballot Box with Memory Stick Bag attached (Alpha Precinct Only)

- Memory Sticks from ALL DS200s at your Polling Location
- !** **DO NOT** remove the Memory Stick Bag from the Red Ballot Box!
- ALL voted Ballots from ALL DS200s at your Polling Location
- Clear Provisional & Curbside Pouch(es) w/ all used Provisional and Curbside Envelopes
- All 17-Year-Old Envelopes (Primary Election Only)

Gray Ballot Boxes (1 per additional Precinct)

- All unused Ballots
- Stub A Envelopes
- Soiled/Voided Envelope
- Electronic Pollbook Reports Envelope
- One signed Zero Report from each DS200 in the Polling Location
- One signed Voting Results Report from each DS200 in the Polling Location
- All Security Records – Make sure all seal numbers are recorded
- Authority to Vote Slip Envelope(s)

Return Envelope (1 per Location)

- Payroll Cards
- Voter Assistance Table Log
- Pink Memos (all sheets)
- VLM Cell Phone (After placing the Mandatory Polls Closed Call to the BOE)
- Completed Forms Envelope
- All completed Voter Registration Forms
- Observer Sign-In Sheet
- Polling Location Diagram (with marked changes)
- All other completed forms

! Do Not place the Return Envelope inside any bag

Blue Location Supply Bag (1 per Location)

- Green Supply Bag
- Unused Provisional Envelopes and Unused Curbside Envelopes
- All other Election Day supplies from the Check-In Tables, Voter Assistance Table, and Polling Location must be returned in the Blue Location Supply Bag.

Electronic Pollbook Transport Cases (1 – 5 per Location)

- Electronic Pollbooks w/Charging Cords
(keep EPBs powered on)
- Printers w/Charging Cords
- MiFi Hotspot w/Charging Cord
(keep MiFi powered on)
- Styli