



Town of Ramapo
237 Route 59
Suffern, New York 10901
(845) 357-5100

TOWN CLERK
SPECIAL ELECTION BOARD OF ELECTION'S

CONTACT INFORMATION

CHRIS SAMPSON
(845) 721- 6582

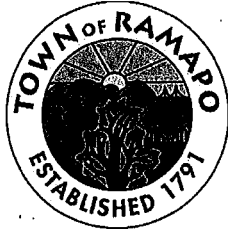
MONA MONTAL
(845) 558-7551

MACHINE CUSTODIANS

GENE FIELDS
(845) 304-5411

MICHAEL DOLAN
(845) 893-7759

RAMAPO POLICE
(845) 357-2400



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IMPORTANT INFORMATION

**IF YOU DO NOT SEE A VOTER IN YOUR
POLL BOOK PLEASE CHECK THE
ATTACHED SUPPLEMENTAL POLL
BOOK PRIOR TO HAVING THEM FILE
AN AFFIDAVIT BALLOT.**

- **THE SUPPLEMENTAL POLL BOOK IS ATTACHED**
- **THESE ARE VALID REGISTERED VOTERS**
- **THEY SIGN THE SUPPLEMENTAL POLL BOOK**
- **THEY USE REGULAR BALLOTS**

RED SPEED BAG SUPPLIES

FOR
LIBRARY/SCHOOL/VILLAGE/FIRE ELECTIONS

- 1) STATEMENT OF CANVASS FORM**
- 2) BALLOT RECONCILIATION FORM**
- 3) PRIVACY FOLDERS (10 PER MACHINE)**
- 4) RED PRIVACY FOLDERS (5 PER MACHINE)**
- 5) DS200 SCANNER & BMD INSTRUCTION MANUEL**
- 6) ABANDONED BALLOT ENVELOPE**
- 7) ABANDONED POST-IT NOTE**
- 8) VOIDED BALLOT ENVELOPE**
- 9) AFFIDAVIT BALLOT ENVELOPE**
- 10) UNSCANNED BALLOT ENVELOPE**
- 11) DS200 SEAL ENVELOPE/ GREEN & RED STICKERS
& RED ZIP TIE SEALS**
- 12) USED STUB ENVELOPE**
- 13) MARKING BALLOT POSTER**
- 14) CASTING BALLOT POSTER**
- 15) FOIL BAG & CAP FOR USB DRIVE & KEYS**
- 16) KEYS FOR THE MACHINE**
- 17) PASSWORD SCH/LIB/VIL**
- 18) NAME TAGS (8)**
- 19) PENS (2)**

BAG # 1

VIP PACK

- 1 LARGE MANILA ENVELOPE FOR ELECTION CLERK REPORTS
- 2 LARGE MANILA ENVELOPE FOR AFFIDAVIT BALLOTS
- 3 LARGE MANILA ENVELOPE FOR VOID BALLOTS
- 4 LARGE MANILA ENVELOPE FOR ABANDONED BALLOTS
- 5 LARGE MANILA ENVELOPES FOR ABSENTEE BALLOTS
- 6 LARGE MANILA ENVELOPE FOR REGISTRATION FORMS
- 7 POLL WATCHERS CERTIFICATES
- 8 LARGE MANILA ENVELOPE FOR COURT ORDERS

MACHINE INSPECTOR WILL PICK UP ALL OF
THE ABOVE ENVELOPES AFTER POLLS CLOSE
AND RETURN IN RED SPEED BAG

- POLL BOOKS A - L M - Z OR A - Z
- SIGNATURE CARDS
- TROUBLE SHOOTING GUIDE
- POLL WORKERS PAY VOCHERS (IN ENVELOPE 1)
- CHALLENGE REPORT (IN ENVELOPE 1)
- BALLOT RECONCILIATION REPORT (IN ENVELOPE 1)

BAG # 2

- 1 IDENTIFICATION GUIDE**
- 2 INSPECTORS BADGES (6)**
- 3 INSPECTORS POST IT NOTES**
- 4 NOTICE TO VOTERS (1)**
- 5 NOTICE TO VOTERS HAND OUTS**
- 6 OATH (VTS ASSISTANCE, QUALIFICATION)**
- 7 PENS AND EXTRA VOTING BOOTH PENS**
- 8 POLL WATCHERS GUIDE**
- 9 POLL WORKERS INSTRUCTIONAL MANUAL**
- 10 VOTER'S BILL OF RIGHTS**
- 11 AFFIDAVIT ENVELOPES**
- 12 REGISTRATION FORMS / SPANISH REG. FORMS**
- 13 ABANDONED BALLOT POST IT NOTE PAD**

LOOSE ITEMS IN BLUE SUPPLY BAG

CHECKLIST

- 1 DISTRICT MAP
- 2 ELECTION DISTRICT SIGNS WITH HOLDER
(TO BE PLACED ON TABLE)
- 3 PRIVACY FOLDERS FOR BALLOTS (25)
- 4 RED PRIVACY FOLDERS FOR AFFIDAVITS (5)
- 5 STREET FINDER DIRECTORY
- 6 BAG KEYS IN ENVELOPE. PUT IN FRONT POUCH
- 7 DS200 USED STUB PLASTIC BAG
- 8 SIGNS A - L , M - Z, OR A - Z