

Post-Election Audit Printable Worksheet

Updated as of 10.4.2016

County _____ Jurisdiction _____ Precinct _____ Audit Date _____

<p>NOTE: All discrepancies should be explained on the reverse side of this checklist.</p> <p>Pre-Election Requirements: <i>Notices:</i> Close of Registration <input type="checkbox"/> Yes <input type="checkbox"/> No Election <input type="checkbox"/> Yes <input type="checkbox"/> No Public Accuracy Test <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Election Inspectors:</i> Appointed by Election Commission <input type="checkbox"/> Yes <input type="checkbox"/> No At least 1 R & 1 D <input type="checkbox"/> Yes <input type="checkbox"/> No Apps available <input type="checkbox"/> Yes <input type="checkbox"/> No Proof of Training <input type="checkbox"/> Yes <input type="checkbox"/> No Proof list sent to parties <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <hr/> <p>E-Pollbook: <input type="checkbox"/> N/A</p> Encryption Pwd: <input type="checkbox"/> Yes <input type="checkbox"/> No Unique User/Pwd: <input type="checkbox"/> Yes <input type="checkbox"/> No PrivacyZone Active: <input type="checkbox"/> Yes <input type="checkbox"/> No Docs Saved in PZ: <input type="checkbox"/> Yes <input type="checkbox"/> No Date epb.zip modified: _____ <hr/> <p>AV ballot posting: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>	<p>Voting System & Test Deck:</p> Test Deck Sealed: <input type="checkbox"/> Yes <input type="checkbox"/> No Seal # Recorded: <input type="checkbox"/> Yes <input type="checkbox"/> No Test Deck & T&S Certification Seal # Match: <input type="checkbox"/> Yes <input type="checkbox"/> No Tab Seal # Match w/T&S Certification & Pollbook <input type="checkbox"/> Yes <input type="checkbox"/> No Tab Serial # Match <input type="checkbox"/> Yes <input type="checkbox"/> No w/T&S Certification & Pollbook EC Addendum <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Prelim Test Date: _____ Public Test Date: _____ <p>Test Deck Properly Created: <input type="checkbox"/>1 <input type="checkbox"/>2 <input type="checkbox"/>3 <input type="checkbox"/>4 <input type="checkbox"/>5 <input type="checkbox"/>6 <input type="checkbox"/>7 <input type="checkbox"/>8 <input type="checkbox"/>9 <input type="checkbox"/>10 <input type="checkbox"/>11 <input type="checkbox"/>12 <input type="checkbox"/>13 <input type="checkbox"/> Dif Totals</p> Tab Tape & Predetermined Results Match: <input type="checkbox"/> Yes <input type="checkbox"/> No Zero Tape Printed: <input type="checkbox"/> Yes <input type="checkbox"/> No <hr/> <p>AutoMARK</p> Test Certification Form: <input type="checkbox"/> Yes <input type="checkbox"/> No Tested before Election: <input type="checkbox"/> Yes <input type="checkbox"/> No Tested on Election: <input type="checkbox"/> Yes <input type="checkbox"/> No Number of voters: _____	<p>Applications to Vote Review: # apps to vote matches <input type="checkbox"/> Yes <input type="checkbox"/> No # of voters: <input type="checkbox"/> Yes <input type="checkbox"/> No Apps to vote properly completed : <input type="checkbox"/> Yes <input type="checkbox"/> No Number of ID Affidavits: _____ Military/Overseas apps: <input type="checkbox"/> Yes <input type="checkbox"/> No Ballots sent on time: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Ballot Container: Ballot Container Seal #: _____ In Pollbook: _____ On Certificate: _____ Actual Seal: _____</p> Certificate signed by 2 inspectors of differing party affiliation: <input type="checkbox"/> Yes <input type="checkbox"/> No Properly Sealed: <input type="checkbox"/> Yes <input type="checkbox"/> No Container Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <p>Number of spoiled ballot matches Pollbook: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Duplicated ballots properly duplicated: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Electronic ballots properly duplicated: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
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Paper Review:	
<p>Poll Book & Statement of Votes</p> <ol style="list-style-type: none"> 1. Clerk's Preparation Certificate completed and signed <input type="checkbox"/> Yes <input type="checkbox"/> No 2. Election Inspectors Preparation Certificate completed and signed by inspectors present when polls opened <input type="checkbox"/> Yes <input type="checkbox"/> No 3. All inspectors (including chair) subscribed to the Constitutional Oath of Office <input type="checkbox"/> Yes <input type="checkbox"/> No 4. Oath administrator signed <input type="checkbox"/> Yes <input type="checkbox"/> No 5. All election inspectors that signed the oath were appointed by the Election Commission <input type="checkbox"/> Yes <input type="checkbox"/> No 6. All spoiled, affidavit, envelope, challenged, and AV ballots noted <input type="checkbox"/> Yes <input type="checkbox"/> No 7. Challenges recorded (if nec.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A 8. Write-in votes totaled (if nec.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A 9. Totals tape signed by inspectors present when poll closed <input type="checkbox"/> Yes <input type="checkbox"/> No 10. Number of ballots tabulated on totals tape matches the number of voters listed in the pollbook. <input type="checkbox"/> Yes <input type="checkbox"/> No 11. Ballot summary is completed, balanced, and totals are accurate <input type="checkbox"/> Yes <input type="checkbox"/> No 	<ol style="list-style-type: none"> 12. Certificate of Election Inspectors completed and signed by inspectors present when polls closed <input type="checkbox"/> Yes <input type="checkbox"/> No 13. Ballot container seal number is properly recorded in pollbook <input type="checkbox"/> Yes <input type="checkbox"/> No 14. Program container seal number is properly recorded in pollbook <input type="checkbox"/> Yes <input type="checkbox"/> No 15. Seal number verification signed by two inspectors of differing party affiliation in pollbook <input type="checkbox"/> Yes <input type="checkbox"/> No <p>Program Container Certificate</p> <ol style="list-style-type: none"> 1. Seal number properly recorded <input type="checkbox"/> Yes <input type="checkbox"/> No 2. Signed by two election inspectors of differing party affiliation <input type="checkbox"/> Yes <input type="checkbox"/> No <p>Provisional Ballot Forms</p> <ol style="list-style-type: none"> 1. Affidavit ballot Question 4 PB form marked Yes <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A 2. Envelope ballot Question 4 PB form marked No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A 3. Envelope ballots were processed appropriately <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A 4. Affidavit & Envelope Voters were registered to vote <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

