

## 2018 LARIMER COUNTY ELECTION JUDGE APPLICATION & ACCEPTANCE FORM

**Complete the following information:**

<b>Name</b> _____	<b>Party Affiliation</b> _____	
<b>Address</b> _____	<b>City</b> _____	<b>Zip Code</b> _____
<b>Mailing Address</b> <i>(if different from above)</i> _____		
<b>Primary Phone Number</b> _____	<b>Alternate Phone Number</b> _____	<b>Email Address</b> _____
<b>Do you have a valid Colorado Driver's License?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>If yes, DL #:</b> _____		

**OATH - Complete name and party affiliation:**

I, \_\_\_\_\_, do solemnly swear (or affirm) that I am a citizen of the United States and the state of Colorado; that I am an eligible elector who resides in the county of Larimer, or within the political subdivision, or I am otherwise excepted; that I am a member of the \_\_\_\_\_ party (or that I am unaffiliated with a political party) as shown in the statewide voter registration system; that I will perform the duties of judge according to law and the best of my ability; that I will studiously strive to prevent fraud, deceit, and abuse in conducting the same; that I will not try to determine how any elector voted, nor will I disclose how any elector voted if in the discharge of my duties as judge such knowledge comes to me, unless called upon to disclose the same before some court of justice; that I have never been convicted of election fraud, any other election offense, or fraud and that, if any ballots are counted before the polls close on the date of the election, I will not disclose the result of the votes until after the polls have closed and the results are formally announced by the designated election official.

**CERTIFICATION - To ensure fair and honest election results, I certify that:**

1. If selected as an Election Judge, I will arrive at my designated location by the time assigned and remain until excused by the Supervisor.
2. I agree to remain apolitical and refrain from making personal opinion comments while serving as an Election Judge.
3. I agree to be courteous, respectful and to assist all voters fairly and equally.
4. I agree to attend Election Judge Training, so I am prepared to fulfill my responsibility to conduct the election according to federal, state, and local election laws and policies.
5. I understand that I am responsible for the security of election equipment and supplies, and I will handle and monitor all such equipment and supplies exactly as instructed.
6. I agree NOT to bring newspapers, magazines or other public information materials that contain political ads or articles into the voting location.
7. I agree NOT to use my cell phone for personal calls, text messages, or web browsing while performing my duties as an Election Judge. I agree NOT to use the election computers for any personal use.
8. I agree NOT to bring any electronic equipment (laptops, iPads, iPods, etc.) into the voting location.
9. I agree to report immediately to the Supervisor any malfunction or possible tampering of voting equipment, unusual or suspicious behavior occurring in the voting location, or any other event or occurrence that may threaten the accurate gathering or sanctity of the vote.

**ACCEPTANCE - Read and sign the following:**

I certify the following:

- I am a registered eligible elector who resides in Larimer County, or I am otherwise excepted, and willing to serve;
- I am physically and mentally able to perform and complete assigned tasks;
- I will attend a class of instruction concerning the tasks of an Election Judge prior to each election;
- I have never been convicted of election fraud or any other election offense, or fraud;
- I am neither a candidate nor a member of the immediate family, related by blood, marriage, or civil union to the second degree, of a candidate whose name appears on the ballot; and
- I understand that a Colorado Bureau of Investigation Records Check, Drug Screening, Motor Vehicle Record check, and/or a skills assessment may be performed on Election Judges depending on position requirements.

Signature of Applicant (Required) \_\_\_\_\_ Date \_\_\_\_\_

**BENCHMARKS**

- I am able to lift 25 pounds.  YES  NO
- I am able to sit for long periods of time.  YES  NO
- I am able to stand for long periods of time.  YES  NO
- I can handle a work environment that may be busy and stressful at times.  YES  NO
- I am able to work long days with few breaks.  YES  NO

**QUALIFICATIONS**

Did you work as an Election Judge for Larimer County in the 2016 and/or 2017 election?  YES  NO

- If yes, what was your position and location? \_\_\_\_\_
- |   | STRONGLY DISAGREE |   |   | STRONGLY AGREE |   |
|---|-------------------|---|---|----------------|---|
|   | 1                 | 2 | 3 | 4              | 5 |
| I have experience working in a team environment.                    | 1                 | 2 | 3 | 4              | 5 |
| I perform well in stressful situations.                             | 1                 | 2 | 3 | 4              | 5 |
| I frequently use a computer to obtain information via the Internet. | 1                 | 2 | 3 | 4              | 5 |
| I am skilled using computers.                                       | 1                 | 2 | 3 | 4              | 5 |
- Are you bilingual?  YES  NO If yes, list language(s): \_\_\_\_\_

**I AM AVAILABLE & WANT TO WORK THE PRIMARY ELECTION:**

- \* ELECTION DAY ONLY (JUNE 26, 2018) OR  \* 2-3 WEEKS BEFORE & INCLUDING ELECTION DAY

**I AM AVAILABLE & WANT TO WORK THE GENERAL ELECTION:**

- \* ELECTION DAY ONLY (NOVEMBER 6, 2018) OR  \* 2-3 WEEKS BEFORE & INCLUDING ELECTION DAY

\* *And attend mandatory training that constitutes 1 – 3 days, depending on position.*

*Days and hours may vary, depending on position, and there may be Saturdays involved. Flexibility is a necessity.*

**PREFERRED ASSIGNMENTS**

**CHECK UP TO 3 POSITIONS BELOW FOR WHICH YOU WOULD BE QUALIFIED, AVAILABLE & INTERESTED**

<b>VOTER SERVICE &amp; POLLING CENTERS (VSPCs) THROUGHOUT LARIMER COUNTY</b> <i>See job descriptions below</i>	<b>VARIOUS POSITIONS THROUGHOUT LARIMER COUNTY</b> <i>See job descriptions below</i>	<b>COUNTING PROCESS JUDGES FORT COLLINS ONLY</b> <i>See job descriptions below</i>
<input type="checkbox"/> GREETER/BALLOT BOX	<input type="checkbox"/> BALLOT DROP-OFF JUDGE	<input type="checkbox"/> BALLOT ENVELOPE SORTING
<input type="checkbox"/> COMPUTER/PAPER BALLOT	<input type="checkbox"/> DRIVE-THRU BALLOT JUDGE	<input type="checkbox"/> SIGNATURE VERIFICATION
<input type="checkbox"/> ICX/PROVISIONAL	<input type="checkbox"/> HEALTHCARE FACILITIES	<input type="checkbox"/> BALLOT REMOVAL TEAM
<input type="checkbox"/> SUPERVISOR	<input type="checkbox"/> BALLOT TRANSFER/BATCHING	<input type="checkbox"/> COUNTING BOARD
<input type="checkbox"/> WAIT TIME TRACKER		<input type="checkbox"/> ADJUDICATION/DUPLICATION

**CHECK YOUR LOCATION PREFERENCE FOR VOTER SERVICE & POLLING CENTERS  
AND VARIOUS JUDGE POSITIONS LOCATED THROUGHOUT LARIMER COUNTY**

- Fort Collins  Loveland  Estes Park

**VOTER SERVICE & POLLING CENTER JUDGES** may register voters, issue replacement ballots and/or provide assistance with electronic voting machines. Excellent computer and customer service skills. Sitting, standing, bending.

**BALLOT DROP-OFF JUDGES** collect ballots from voters at locations throughout the county. Sitting, standing, customer service.

**DRIVE-THRU BALLOT JUDGES** collect ballots outside as voters drive past. Standing, lifting, outside weather conditions.

**HEALTHCARE FACILITIES JUDGES** deliver ballots and assist voters at Healthcare Facilities. Sitting, lifting, customer service.

**BALLOT TRANSFER/BATCHING TEAMS** pick up ballot boxes & supplies in Fort Collins, Loveland, & Estes Park. They unload ballot boxes & place envelopes in trays. Clean driving record. Drug Test. Lifting, standing, stooping, bending. Legible writing.

**BALLOT ENVELOPE SORTING JUDGES** operate the ballot envelope sorting machine and assist with Signature Verification. Very physical position. Lifting, standing, repetitive motion. Computer skills required.

**SIGNATURE VERIFICATION BOARD** reads signatures scanned into the computer and accepts ballot envelopes or rejects them for signature discrepancies. Sitting, repetitive motion, long periods of time on a computer.

**BALLOT REMOVAL TEAMS** separate ballot envelopes/secretary sleeves from ballots. Sitting, lifting, repetitive motion. Legible writing.

**COUNTING BOARD** processes the ballots through central scanners. Sitting, lifting, repetitive motion. Legible writing.

**ADJUDICATION/DUPLICATION BOARD** duplicates damaged or spoiled ballots. Extended standing, repetitive motion. Legible writing.

COMMENTS: \_\_\_\_\_

**MAIL COMPLETED APPLICATION TO: Larimer County Elections, PO Box 1547, Fort Collins, CO 80522**