



VILLAGE OF GENOA CITY

Election Official Application

Name: _____ Home Phone: _____

Address: _____ Zip: _____ Cell Phone: _____

Email Address: _____ Other Phone: _____

_____ **I am NOT interested in being an Election Official; please remove my name from your eligibility list.**

ARE YOU QUALIFIED TO VOTE? Y N (circle one)

(Qualification: US Citizen, resident of the Village, at least 18 years of age, not currently serving a sentence including probation or parole for a felony conviction, and not otherwise disqualified from voting.)

Following are the positions on Election Day at the Village's polling place.

Position	Brief Description	Please indicate here if you would like to train for Chief Inspector
Chief Inspector	The chief inspector acts as liaison between the election inspectors and the municipal clerk and is in charge of the polling place on Election Day.	
Greeter/VPA (Voter Public Access)	Using map, determine if voter is at correct polling location. Position requires standing and movement. Also verifies voter's registration information prior to receiving a ballot.	
Poll Book	Look up voter in poll book, enter voter number and notes. Accuracy and attention to detail is required.	
Ballot Table	Ensure ballots have two initials, and have been stamped with the correct polling location stamp.	
Registration Deputy	Assists voter to register to vote at the correct polling location. Accuracy and attention to detail is required.	
Tabulator Machine	Periodically checks the vote count on machine with the vote count in poll book and makes sure ballots are entered correctly into machine.	

All positions require attendance at election training given by the Village Clerk.

Hours:

Polls are open 7:00 AM to 8:00 PM. Election workers are required to arrive at 6:30 AM and may leave after the polls close and their duties are completed. Polling location is at the Village Hall.

Every effort is made to assign Election Workers to their desired jobs, however, this cannot be guaranteed and assignments are subject to change on an as needed basis.

Applicant Signature

Date

Please return form to Village Clerk, PO Box 428, Genoa City, WI 53128

If you have any question, contact Claudia at gcclerk@charter.net of 262-279-6472. THANK YOU FOR YOUR INTEREST!