

Date of Election: _____/_____/_____

Type of Election: _____

NOTICE OF CONVENING OF CENTRAL COUNTING STATION

To: Presiding Judge of the Early Voting Ballot Board

Notice is hereby given that the Central Counting Station will convene at the following date(s), time(s), and location(s):

CONVENING SCHEDULE			
Activity	Date	Time	Location Address
Initial Convening, Early Voting Tabulation, and Tabulation Test*			
Election Day Tabulation and Tabulation Test*			
Reconvening (Provisional/Late-Arriving, and Corrective Action Mail Ballots) and Tabulation Test*			

*The Second Test of the Automatic Tabulating Equipment will be conducted immediately before each counting session begins, and the Third Test of the Automatic Tabulating Equipment immediately after each session where ballots are counted.

You are hereby instructed to deliver all election materials, including voted mail ballots, secured media, double-locked ballot box(es), and the keys to the ballot box(es) to me at the initial convening time designated above.

X

Signature of Central Counting Station Manager

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Date (mm/dd/yyyy)

IMPORTANT INFORMATION FOR POLL WATCHERS

A valid Certificate of Appointment and Certificate of Completion of Poll Watcher Training administered by the Secretary of State must be presented at the time the watcher reports for service at the Central Counting Station.