



NOVEMBER 3RD,
2026
GENERAL
ELECTION OFFICER
TRAINING



ELECTION OFFICER TRAINING AGENDA

- ✓ EXCUSED AND EARLY VOTING
INFORMATION
- ✓ ELECTION OFFICER
EXPECTATIONS
- ✓ SBE FORMS
- ✓ E-POLL BOOKS
- ✓ VERITY SCAN AND
TOUCHWRITER MACHINES

EXCUSED ABSENTEE VOTING
OCTOBER 21ST, 22ND, 23RD, 26TH, 27TH & 28TH

SHELBYVILLE CO CLERKS OFFICE
501 WASHINGTON ST SHELBYVILLE KY 40065
8:30AM TO 4:30PM

EARLY VOTING
OCTOBER 29TH 10:00AM TO 6:00PM
OCTOBER 30TH 10:00AM TO 6:00PM
OCTOBER 31ST 8:00AM TO 4:00PM
SHELBYVILLE CONFERENCE & WELCOME CENTER
219 7TH ST SHELBYVILLE

IF YOU ARE NOT WORKING AT YOUR HOME PRECINCT YOU MUST USE ONE OF THESE OPTIONS

Contacts:

Clerks Office 502-633-4410

Tony Harover 502-541-3294

Abby Dietrich 502-338-4356



KENTUCKY ELECTION EMERGENCY RESPONSE GUIDE

IMPORTANT CONTACTS



Kentucky State Board of Elections (SBE)
502-573-7100



Kentucky Secretary of State (SOS)
502-564-3490



Commonwealth Office of Technology (COT)
502-564-1201



Kentucky Emergency Management (KYEM)
800-255-2587



Kentucky Intelligence Fusion Center (KIFC)
866-393-6659



Cybersecurity and Infrastructure Security Agency (CISA)
888-282-0870



Elections Infrastructure Information Sharing and
Analysis Center (EI-ISAC) Security Operations Center
866-787-4722



Louisville FBI Field Office
502-263-6000

WHEN IN DOUBT, CALL SBE!



Cybersecurity Incident RED FLAGS*

- Voter lingers around voting equipment for an unusually long period of time and/or attempts to tamper with the equipment.
- Email containing long hyperlinks and/or attachments with no additional information.
- Email message from an unrecognized sender trying to persuade you to click on a link or open an attachment.
- Unexplained or unauthorized activities occur on election system software.
- Software operates slower than usual or frequently freezes or crashes.

* List not exhaustive



Severe Weather RESPONSE STEPS

1. If it is safe to do so, secure ballots and voting equipment.
2. Evacuate to a safer location, time permitting.
3. If unable to evacuate, take shelter under a stable, heavy object.
4. Stay away from power sources, power lines, phone lines, gas lines, and windows.
5. Follow directions of emergency response personnel.
6. Stay in contact with **KYEM**.
7. Notify **SBE** and **SOS**.



Violent Incident RESPONSE STEPS

1. If it is safe to do so:
 - Call **9-1-1**.
 - Secure ballots and voting equipment.
 - Evacuate the building.
 - Notify **SBE** and **SOS**.
 - Report incident details to **KYEM**.
2. Bomb threat or suspicious object:
 - Keep everyone away from the object.
 - Call **9-1-1**.
 - Notify **KIFC**, **SBE**, and **SOS**.
3. Active shooter: RUN, HIDE, FIGHT.

Report suspicious activity to local law enforcement and KIFC.



Fire Alarm RESPONSE STEPS

1. If it is safe to do so, secure ballots and voting equipment.
1. Evacuate the building.
2. Proceed to designated assembly location.
3. Call **9-1-1**.
4. Take a head count.
5. Report any missing people to emergency response personnel.
6. Notify **SBE** and **SOS**.



Cybersecurity Incident RESPONSE STEPS

1. Take note of any unauthorized or unusual activity.
2. Take the compromised device offline—disconnect it from the internet.
3. Remember any information you entered into a fraudulent website or provided via email.
4. Report the incident to **SBE**, **SOS**, **FBI**, **EI-ISAC**, and **CISA**.
5. Change your passwords by logging into the real website from a different computer.

CONTACT





ATTENTION!

**ALL VOTING MACHINES ARE TO BE
UP AND RUNNING BY 6:00AM**

PRECINCT OFFICERS RESPONSIBILITIES

ARRIVE & END OF DAY	ARRIVE AT POLLING LOCATION AT 5:00AM TO ENSURE POLLING LOCATION IS READY TO OPEN AT 6:00AM. ALL VOTERS IN LINE BY 6:00PM WILL BE ALLOWED TO VOTE. THE SHERIFF WILL GET IN LINE AT 6:00PM TO ENSURE LAST VOTER VOTES.
ASSIST	ASSIST IN OPENING & CLOSING MACHINES
MONITOR	MONITOR VOTING MACHINE DURING VOTING PROCESS
SECURE	SECURE THE VOTING MACHINES AFTER POLLS HAVE CLOSED
CONTACT	CONTACT COUNTY CLERK TO REPORT ANY PROBLEMS

PERSONS ALLOWED IN POLLING LOCATION

- ELECTION OFFICERS
 - VOTERS (INCLUDING MINORS WITH VOTERS)
 - LAW ENFORCEMENT OFFICERS
 - MEMBERS OF THE MEDIA FOR LIMITED PURPOSE OF FILMING THE VOTING PROCESS. THEY MAY NOT CONDUCT INTERVIEWS WITH VOTERS OR PRECINCT OFFICERS INSIDE THE POLLING LOCATION
 - CHALLENGERS
- 
- A large yellow triangle is positioned in the bottom right corner of the slide, pointing towards the top right.

ALL FORMS LOCATED IN WHITE BINDER
PLEASE SIGN ALL FORMS REQUIRING A SIGNATURE FROM ALL OR ONE
PRECINCT OFFICER(S)

OATH OF
VOTER SBE32

VOTER
ASSISTANCE SBE31

VOTER
AFFIRMATION
SBE71

PRECINCT MAP

CITY STREET MAP
(IF IN CITY LIMITS)

SAMPLE BALLOTS

SHERIFF REPORT
SBE52

E-POLL
VERIFICATION
SHEET

VERITY SCAN
ENVELOPE

VERITY
TOUCHWRITER
ENVELOPE

NAMES TAGS

PRECINCT
LOCATIONS LIST

VOTER
REGISTRATION
CARDS

SBE 79 DAILY VOTING MACHINE VERIFICATION SHEET LOCATED IN TOP PORTION OF VERITY MACHINE

BEFORE POLLS OPEN – PRECINCT OFFICERS (1 DEM & 1 REP)
ENTER IN BEGINNING SEAL NUMBERS (RED & YELLOW) AND THE
PUBLIC COUNT (0).

AFTER POLLS CLOSE – PRECINCT OFFICERS (1 DEM & 1 REP)
ENTER ENDING SEAL NUMBERS (RED & BLUE) AND THE PUBLIC
COUNT (TOTAL VOTES).



Commonwealth of Kentucky Daily Voting Machine Verification Sheet

**THIS FORM IS REQUIRED TO BE COMPLETED BEFORE VOTING BEGINS
AND AFTER VOTING ENDS EVERYDAY OF IN-PERSON VOTING!**
PUBLIC NUMBERS MUST BE READ ALOUD

- ☐ Excused In-Person Absentee Voting ☐ No-Excuse In-Person Absentee Voting
☒ Election Day Voting

DATE	MACHINE LOCATION
5/16/23	EXAMPLE
TYPE OF DEVICE	DEVICE SERIAL NUMBER
VERTY SCAN	123456

Type of Device	Current Number of Seal	Status of the Seal
BEGINNING MEMORY DEVICE SEAL NUMBER	RED SEAL	☒ SEALED ☐ BROKEN
BEGINNING TUB SEAL SERIAL NUMBER	YELLOW SEAL	☒ SEALED ☐ BROKEN
BEGINNING PUBLIC COUNTER NUMBER	0	

Verified by: _____/Signature _____
Print _____
Democrat Election Officer

Print _____/Signature _____
Republican Election Officer

Type of Device	Current Number of Seal	Status of the Seal
ENDING MEMORY DEVICE SEAL NUMBER	RED SEAL	☒ SEALED ☐ BROKEN
ENDING TUB SEAL SERIAL NUMBER	BLUE SEAL	☒ SEALED ☐ BROKEN
ENDING PUBLIC COUNTER NUMBER	TOTAL VOTES END OF ELECTION DAY	

Verified by: _____/Signature _____
Print _____
Democrat Election Officer

Print _____/Signature _____
Republican Election Officer

SBE 75 ELECTION CONTEST CHAIN OF CUSTODY :

THIS WILL BE TAPED
ON TOP OF YOUR
VERITY SCAN
MACHINES.

COMPLETED
BY ROAD
DEPT

COMPLETED
BY PRECINCT
OFFICER



KENTUCKY STATE BOARD OF ELECTIONS

Election Contest Chain-of-Custody

Voting Site Location: _____

- A separate form must be completed for each transfer of records between a person(s) transferring and a person(s) receiving.

To Be Completed by Person(s) Transferring Election Materials:

Transferred By: _____

Site of Transfer: _____

Date/Time of Transfer: _____

Upon initial inspection, did any materials show any signs of tampering or vandalism? Y N

Were all locking mechanisms locked at time of arrival? Y N

Do any locking mechanisms appear to be tampered with? Y N

Name of anyone with access to materials after materials were transferred by the above-listed:

Date/Time of Departure: _____

Signature(s): _____

To Be Completed by Person(s) Receiving Delivery of Election Materials:

Received By: _____

Site of Delivery: _____

Date/Time of Delivery: _____

Upon initial inspection, do any materials show any signs of tampering or vandalism? Y N

Are all locking mechanisms locked at time of arrival? Y N

Do any locking mechanisms appear to be tampered with? Y N

Name of anyone with access to materials after materials were received by the above-listed:

Signature(s): _____

- Deliver all completed Chain-of-Custody Forms to the County Clerk in the jurisdiction of the voting site location.

ELECTIONEERING

- NO ONE IS PERMITTED TO DO ANY ELECTIONEERING WITHIN 100 FEET OF THE POLLING PLACE ON ELECTION DAY.
- ELECTIONEERING IS NOT PERMITTED INSIDE THE POLLING AREA.
- VOTER WEARING CAMPAIGN MATERIAL AT THE PRECINCT MAY NOT BE FORCED TO LEAVE THE POLLING PLACE BECAUSE THEY ARE WEARING SUCH AS T-SHIRTS, BUTTONS, HATS, ETC UNTIL GIVEN A CHANCE TO CAST A BALLOT.

SHERIFF'S
REPORT SBE 53
THIS REPORT
DOCUMENTS MAJOR
CONCERNS AND
SUGGESTIONS FROM
ELECTION DAY.

THE SHERIFF WILL
COMPLETE AND SIGN
THIS FORM.

IRREGULARITIES

RECOMMENDATIONS

PRECINCT ELECTION SHERIFF'S POST-ELECTION REPORT

KRS 117.355(1) Within three (3) days after any primary or general election, the precinct election sheriff shall file a report with the chairman of the county board of elections and with the local grand jury. The report shall include any irregularities observed and any recommendations for improving the election process.

County	
Date Of Election	
Precinct	
Name Of Precinct Election Sheriff (Please Print)	

IRREGULARITIES OBSERVED: (If you observed any irregularities, describe in your own words with as many details as possible, including names of alleged violators of election laws. Alleged violations should include, violations of KRS 117.255 relating to assisting voters and execution of the voter assistance forms, adjusting the voting machine in primary elections to enable the voter to vote for only persons for whom the voter is entitled to vote, voting more than once, or voting supplemental paper ballots. Violations of KRS 117.235 relating to electioneering shall also be reported. If more space is required, attach additional sheets as necessary. If no violations are observed, so indicate.)

RECOMMENDATIONS FOR IMPROVING THE ELECTION PROCESS: (Describe recommendations in your own words. If more space is required, attach additional sheets as necessary.)

SHERIFF SIGNATURE

Date Signed

Signature of Precinct Election Sheriff

SBE 71 VOTER AFFIRMATION FORM

USE SBE 71 IF VOTER IS USING THE
FOLLOWING FORMS OF IDENTIFICATION:

- SBE APPROVED COUNTY ID CARD
- ANY OTHER PHOTO ID



KENTUCKY STATE BOARD OF ELECTIONS

Voter Affirmation Form

I, _____, do hereby affirm that the name I have given here is the name that I am generally known by or the name I have given here is as stated on my voter registration.

I further affirm that:

To the best of my knowledge and belief, my date of birth is _____.

My current residential address, including the street address number is:

_____, if my address changed in the twenty-eight (28) days prior to the date of this election, I affirm that I moved on _____ and that my prior address was:

_____ I am a citizen of the United States;

_____ I am qualified to vote in this precinct under current Kentucky laws related to voter eligibility;

_____ I have not voted and will not vote in any other precinct during this election;

The following impediment has prevented me from procuring proof of identification as defined under KRS 117.001:

_____ Lack of transportation;

_____ Inability to obtain my birth certificate or other documents needed to show proof of identification;

_____ Work schedule;

_____ Lost or stolen identification;

_____ Disability or illness;

_____ Family responsibilities;

_____ Proof of identification has been applied for, but not yet received;

_____ I have a religious objection to being photographed.

I understand that making a false statement as to any of the affirmations on this form is punishable under penalties of perjury.

Signature

Date

SBE 71 04/2022

KENTUCKY VOTER ID REQUIREMENTS

★ **KNOW BEFORE YOU VOTE** ★

★ **EFFECTIVE JULY 15, 2026** ★

Bring an acceptable photo ID when you vote.



ACCEPTABLE PHOTO IDs

Any of the following are acceptable:



Kentucky
Driver's License



Kentucky
State ID



U.S.
Passport



Military ID



College ID
(Kentucky
Institution)



Government-
Issued Photo ID



NO LONGER ACCEPTABLE

Beginning July 15, 2026



Social
Security
Card



SNAP / EBT /
Food Assistance
Card



Being
personally
known by an
election officer



QUESTIONS ABOUT YOUR ID?



If you're unsure whether
your identification is
acceptable, contact your
County Clerk before
Election Day.



This helps ensure you
have everything you need
to vote on Election Day.



★ **BRING YOUR PHOTO ID. YOUR VOTE MATTERS.** ★



PRECINCT BALLOT ACCOUNTABILITY SHEET

THE STARTING NO. WILL BE
ENTERED FOR YOU.

THE ENDING NO. WILL BE THE
NEXT BALLOT NUMBER YOU
WOULD HAVE ISSUED.

KEEP YOUR SPOILED BALLOT
COUNT TO GET YOUR TOTAL
BALLOTS USED

ALL PRECINCT OFFICERS MUST
SIGN!

ENTERED BY
CLERK'S
OFFICE

ENDING NO.

SPOILED BALLOT
COUNT

ALL PRECINCT
OFFICERS MUST
SIGN

PRECINCT BALLOT ACCOUNTABILITY STATEMENT

COUNTY	DATE OF ELECTION	PRECINCT NAME	PRECINCT
BOYLE	11-6-12	W. LANE	A101

Co.
Clerk

	Co. BOYLE	Co/ School	Co/ School/ Cty	Co./Cty		
QTY. PADS ISSUED	5	10	6	10		
STARTING NO.	001	501	1501	2101		
ENDING NO. (THE NUMBER OF THE NEXT BALLOT YOU WOULD HAVE GIVEN OUT)	362	1201	1923	2704		
SPOILED BALLOT COUNT AREA	1111	11	1	1111		
EXAMPLE: 1111 11						
TOTAL BALLOTS USED						

Judge

REASON FOR DISCREPANCIES: _____

NOTES: _____

We, the undersigned, do hereby certify that the above information is accurate and complete.

Precinct Clerk _____ (SIGN) Precinct Sheriff _____ (SIGN)

Precinct Judge _____ (SIGN) Precinct Judge _____ (SIGN)

County Clerk _____ (SIGN)

All

PLEASE GIVE CORRECT BALLOT TO VOTER IF YOU ARE WORKING IN A COMBINED PRECINCT, CITY/COUNTY PRECINT AND/OR MULTIPLE SCHOOL BOARDS.

EXAMPLE OF NOTICE IN BALLOT BAG:

G104

PLEASE REMEMBER YOU HAVE BOTH CITY AND COUNTY BALLOTS.

PLEASE WATCH EPOLL BOOK RECEIPT AND GIVE THE CORRECT BALLOT TO VOTER

EXAMPLE OF BALLOT FACES:

G104-SHE S5- CITY

G104-S5 (COUNTY)

VOTER ASSISTANCE FORM

SBE 31

A VOTER MAY HAVE ASSISTANCE DUE TO:

- BLINDNESS
- PHYSICAL DISABILITY
- INABILITY TO READ ENGLISH

IF THE VOTER HAS BEEN MARKED FOR PERMANENT ASSISTANCE, THE PERSON ASSISTING THE VOTER AND PRECINCT CLERK ASSISTING THE VOTER MUST SIGN SBE31

IF FILLING OUT SBE31 FOR 1ST TIME REQUIRES VOTER, PERSON ASSISTING AND PRECINCT CLERK MUST SIGN.

WHO MAY ASSIST THE VOTER?

ANY PERSON OF THE VOTERS CHOICE EXCEPT:

- A VOTER'S EMPLOYER OR AGENT OF EMPLOYER
- AN OFFICER OR AGENT OF VOTER'S UNION

TWO (2) JUDGES (1 FOR EACH PARTY)

VOTER ASSISTANCE FORM

NOTE: A voter requiring assistance may be assisted by the two precinct judges or a person of the voter's choice who is not an election officer, except that the voter's employer, an agent of that employer, or an officer or agent of the voter's union shall not assist a voter.

NAME OF VOTER	DATE OF BIRTH (MM/DD/YYYY)	
RESIDENTIAL ADDRESS	Complete Street Address City Zip Code	
PRECINCT NAME OR PRECINCT NUMBER		
Check ☒ one:		
	Voter has been certified as requiring assistance on a permanent basis as indicated on precinct roster. The following oath must be signed <i>by the person assisting the voter</i> and be witnessed by the precinct clerk/officer.	
	Voter is NOT certified as requiring assistance on a permanent basis. Both of the following oaths must be completed and signed by the voter, the person assisting the voter, and be witnessed by the precinct clerk/officer.	

OATH FOR VOTER NOT CERTIFIED AS REQUIRING ASSISTANCE ON A PERMANENT BASIS

(Voter certified as requiring assistance on a permanent basis as indicated on precinct roster need not sign this oath section.)

I hereby state, under oath (or affirmation), that I am a qualified voter in the precinct indicated above, and that the reason I require assistance in voting is (check one): ☐ Blindness ☐ Physical disability ☐ Inability to read English

Signature or "mark" of voter

Witness (two witnesses required if "mark" is used)

Witness (two witnesses required if "mark" is used)

OATH FOR PERSON ASSISTING VOTER (THIS PORTION MUST BE COMPLETED BY THE PERSON ASSISTING THE VOTER BEFORE ANY VOTER CAN RECEIVE ASSISTANCE)

I hereby state, under oath (or affirmation), that I will operate the voting machine in accordance with the directions of the voter requiring assistance. I further state that I am not the voter's employer, an agent of that employer, or an officer or agent of that voter's union.

Name of person assisting voter (PLEASE PRINT)	Signature of person assisting voter

APPLICATION REQUEST FOR PERMANENT ASSISTANCE

Voter who requires assistance on a permanent basis due to ☐ Blindness (or) ☐ Physical disability hereby applies for certification for permanent assistance.

SECTION TO BE COMPLETED BY PRECINCT ELECTION OFFICER

The parties hereto have subscribed and sworn (or affirmed) these Oaths before me this ____ day of _____, 20__.

Signature of Precinct Election Officer

KRS 116.165	Provides that "any person who falsely signs and verifies any form requiring verification shall be guilty of perjury and subject to penalties therefor."
KRS 117.255	
KRS 117.365	
KRS 117.995	
SBE 31 (04/2022)	WHITE: Grand Jury CANARY: County Clerk PINK: County Board of Elections

E-POLL BOOK VERIFICATION SHEET

ENTER IN NUMBER OF E-POLL BOOKS YOUR PRECINCT LOCATION.

TOTAL VOTERS IN THIS LOCATION (PRECINCT RECORDS):

TOTAL VOTERS CHECKINS:

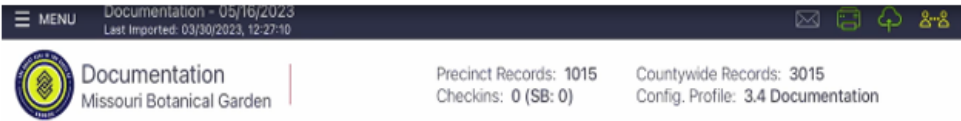
ALL E-POLL BOOKS AND VERITY MACHINE TOTALS SHOULD MATCH.

LIST ANY DISCREPANCIES
INITIAL AND DATE

E-POLL BOOK VERIFICATION SHEET
This form needs to be done at the end of election day

PRECINCT:
Number of E-Poll Books in this location:_____

Next 2 steps are located in the middle top of your E-Poll Book screen



1. TOTAL VOTERS IN THIS LOCATION (Precinct Records): _____

2. TOTAL VOTERS CHECKINS: _____

TOTAL NUMBER OF VOTES ON VERITY MACHINE IN THIS LOCATION: _____

**These numbers should match
Verity Scan Machine and your E-Poll Book's**

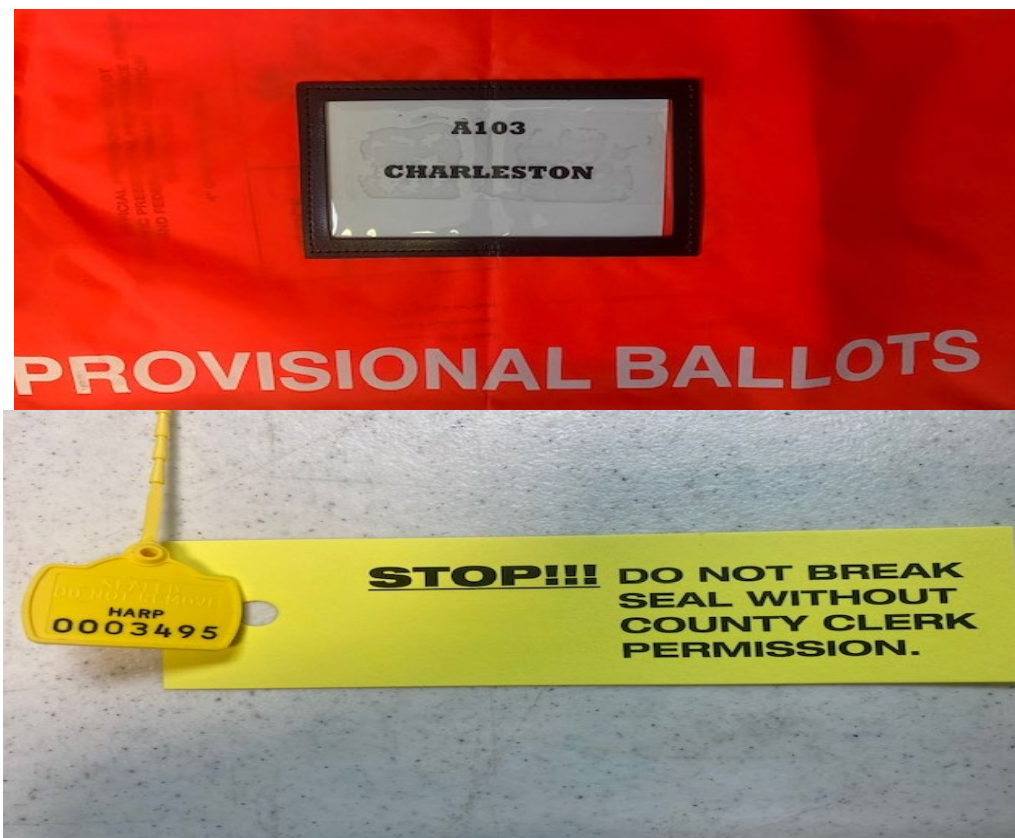
Reason for
discrepancies: _____

Election Officer Initials & Date _____

Provisional Ballot Steps begin at pg. 44

DO NOT BREAK YELLOW SEAL without contacting the county clerk's office first.

All Precinct Workers must sign Provisional Ballot Accountability Statement even if none are used.



PROVISIONAL BALLOT ACCOUNTABILITY STATEMENT

County	Date of Election	Precinct Name	Precinct Code

Choose Election Type: Primary or General		Ballot Stub Numbers	
		From	To
Primary Election	Democrat		
	Republican		
General Election			

We, the duly appointed precinct officers of this precinct, do certify below the number of provisional ballots issued, used, and spoiled.

Ballots	Choose Election Type: Primary or General		
	Primary Election		General Election
	Democrat	Republican	
Number of Ballots Issued to Precinct – a.			
Ballots Used (includes spoiled ballots) – b.			
Ballots Unused – c.			
Total – (b. + c.) – d.			
Number of Spoiled Ballots			

If row d. does not agree with row a., explain the difference here:

We, the undersigned, do hereby certify that the above information is accurate and complete.

Precinct Clerk	
Precinct Sheriff	
Precinct Judge	
Precinct Judge	

SUPPLEMENTAL PROCESS

If a voter has moved **MORE** than 30 days from deadline, They must be added to E-Poll book in the **new precinct**.

Contact clerk's office oath of voter, new voter registration cards etc.

See page 22 in EPB Guide Supplemental Process

See page 12 in EPB Guide Process Voter

If voter has moved **LESS** 30 day's they will vote in same location.

If a voter has moved from another County they are **NOT** eligible to vote in Shelby County

What's in the Case?



1. Green Case
2. Luggage tag
3. Flip Stand
4. Lightning to USB Cable and Power Adapter
5. Two (2) Stylus
6. 18" Power Cord
7. ID Tray (metal)
8. Printer (cords included)
9. Screen Cloth

Oath of Voter and Voter Registration Card are still in paper form. Supplemental Roster will be on your E-Poll Book.

COMMONWEALTH OF KENTUCKY
STATE BOARD OF ELECTIONS

OATH OF VOTER

When a voter has moved to a new precinct within the same county and is not listed on the current precinct roster, when the officers of an election disagree as to the qualifications of a voter, or when a voter's right to vote is disputed by a challenger, the voter shall sign the following oath as to his qualifications before he is permitted to vote.

I, _____, hereby state, under oath,
(Name: Please Print)

that I am duly registered as a _____ voter in this precinct in
(Political Party Preference)

_____ County, Kentucky and that I currently reside at
(County)

_____. My previous address was
(Current Residence Street Address, City, and Zip Code)

_____ in this county.
(Previous Residence Street Address, City, and Zip Code)

I know of no legal disqualifications which should prevent my vote from being cast and counted in this election and I affirm that I have not voted and will not vote in another precinct or by absentee ballot in this state during this election.

I understand that any person who falsely signs and verifies any form requiring verification shall be guilty of perjury and subject to the penalties therefore. I further understand that if I execute the Oath and am not a registered voter at the current address stated above, I have committed a criminal act.

Voter must sign here	Date of Birth	Date
Precinct Name or No. _____		
Signature of Precinct Election Officer or Challenger _____		
This Oath shall be returned to the County Clerk who shall deliver it to the Commonwealth's Attorney for investigation.		

____ Voter moved to new precinct/new address. Not on precinct roster. Update registration.
____ Election Officer/Challenger dispute voter's qualifications.
____ Request to vote in-person after mail-in ballot request.

SBE 32 (04/2022)

- Tip: Have the voter step to the side with an precinct officer to fill out both forms once completed follow steps on E-Poll book to complete check in.

Commonwealth of Kentucky Voter Registration Application

For Clerk Use Only			
Precinct Code	Precinct Name	Town	Other Code

Print your name
Use blue or black ink only

1 Last: _____ First: _____
Middle: _____ Jr Sr II, III, IV (circle if applicable)

Eligibility
If you answer "No" to either question, you cannot register to vote.

2 Are you a citizen of the United States? ☐ YES ☐ NO
Will you be 18 years of age or older on or before Election Day? ☐ YES ☐ NO

Reason

3 ☐ New Registration ☐ Address Change ☐ Party Change ☐ Name Change

About You
Phone and email are optional and may be used to contact you about important information.

4 Gender: ☐ Female ☐ Male
Birthdate (MM/DD/YYYY): _____ Social Security Number: _____
Phone Number: _____ Email Address: _____

Your address
If you are homeless and lack an established and fixed residence of regular return, you may list a location with a fixed address as your place of habitation

5 Address where you live (no P.O. Box): _____ Apt.: _____
City/Town: _____ County: _____ State: KY Zip: _____
Address where you get mail (if different than above): _____ Apt.: _____
City/Town: _____ County: _____ State: _____ Zip: _____

Political party
You may change your political affiliation at any time on or before December 31st to remain eligible to vote in the following primary election.

6 ☐ Democratic Party ☐ Republican Party ☐ Independent ☐ Other
To vote in a primary, you must register with either the Democratic or Republican party. If you select "Independent" or "Other" as your affiliation, you are eligible to vote for only nonpartisan offices in any primary election. You may vote for any candidate in all general or special elections. Only persons timely registered shall have the right to vote.

Signature

7 **WARNING:** Per KRS 119.025, any person who causes himself to be registered when he is not legally entitled to register, shall be subject to penalties including fines and/or a term of imprisonment not less than one (1) year nor more than (5) years.

Voter Declaration – read and sign
I swear or affirm that:
• I am a U.S. Citizen.
• I am a current resident of Kentucky.
• I will be at least 18 years of age on or before the next general election.
• I am not a convicted felon, or if I have been convicted of a felony, my right to vote has been restored following an expungement, Executive Pardon, or Executive Order.
• I have not been judged "mentally incompetent" in a court of law.
• I do not claim the right to vote anywhere outside Kentucky.

Voter sign here: _____
Date (MM/DD/YYYY): _____

Optional

8 ☐ I would like to be contacted by my County Clerk about becoming a poll worker in Kentucky
☐ I authorize the Kentucky State Board of Elections to send the information contained on this form to the appropriate voter registration officer who shall have my authorization to CANCEL my voter registration from my former state of residence:
Address where you were previously registered: _____ Apt.: _____
City/Town: _____ County: _____ State: _____ Zip: _____

SBE 01 (04/2024) 504



Verity Scan Setup

- All Supplies are in the black bin
- Ballot Bag
- Supply Bag
- E-poll Books
- Extension Cords/Power Strip
- Power Brick
- Privacy Screens
- Precinct Sign Tower

Verity Touch Writer Setup



Verify GREEN Seal # on Verification Sheet!!

This form must be completed and returned to the COUNTY CLERK.

VERITY SCAN VERIFICATION FORM

ELECTION JUDGES TO VERIFY INFORMATION BEFORE OPENING POLLS

Judges' Initials

Precinct Name: _____

Verity Scan Serial Number: _____

Verity Scan Red Seal Number: _____

Tub - Yellow Seal Number: _____

Tub - Blue Seal Number: _____

Tub - Black Seal Number: _____

Case Handle - Green Seal Number: _____

Verity Scan Lifetime Counter: _____

Red Ballot Bag Lock Seal: _____

Signature _____

Program Administrator who sealed Verity Scan

Attach GREEN
seal to handle
bars of the
Verity Scan
Machine



Lanyard Checklist (USB Drive(s) & Keys)

CHECKLIST for Items to be RETURNED

ELECTION NIGHT to CLERKS OFFICE

V-DRIVES & VERITY KEYS IN
PROVIDED LANYARDS ☐

VERITY SCAN & ADA ENVELOPES
(ZERO & TALLY TAPES) ☐

BROWN ENCLOSED ENVELOPES
(COMPLETED FORMS) ☐

E-POLL BOOKS ☐

BALLOT BAG ☐

SUPPLY BAG ☐

