



# SEEKING ELECTION INSPECTORS

## FOR ALL ELECTIONS

*Election Officials facilitate the right to vote and maintain order at the polls on Election Day. They ensure that our elections are open, fair, impartial, and trusted.*

### Signing Up

Complete the EL-403 attached:

- Mail to the Clerk's Office, 211 Walnut Street, Neenah WI 54956, OR
- Email it to [clerk@ci.neenah.wi.us](mailto:clerk@ci.neenah.wi.us)

### Election Officials:

- Set up the polling place
- Register voters on Badger Book
- Record who votes in the Bader Book
- Issue ballots
- Monitor the election equipment
- Count the votes
- Complete Election Day forms
- Tally write-in votes
- Close the polls

### Qualifications:

To work at the polls, you must:

- Be an eligible voter in Winnebago County (an adult U.S. citizen who has resided in Winnebago County for at least 10 days and not disqualified from voting)
- Attend training
- Pay close attention to detail
- Speak, read, write, and understand English
- Be capable of performing each task at the polling place
- Work a full shift (6 am to 9 or 10 pm)
- Work well with others
- Perform duties in a non-partisan manner
- Abide by state and federal election laws
- Never engage in electioneering at the polling place
- Treat all voters with respect

### Qualifications Continued:

- Treat Election Officials and Clerk's Office employees with respect
- Be free from the influence of alcohol and/or drugs while at the polls
- Not be a candidate for any office on the ballot for that election

### Training:

- City of Neenah Election Officials are required to attend training before election. The training sessions are held either at Neenah City Hall, 211 Walnut Street, or the Neenah Public Library, 240 E. Wisconsin Avenue.

### Compensation:

- The City of Neenah pays its Election Officials a daily stipend. For attending the pre-election training meeting you receive an additional \$20. Breakfast, lunch, and dinner are catered from local restaurants.





# Election Worker Set-Up

Complete and return to: City Clerk, 211 Walnut Street, Neenah WI 54956 or email psturn@ci.neenah.wi.us

This form is used to document the transmission of election worker information. All election workers should be noted through the completion of this form. Providers should file this document for reference.

## Contact/Jurisdiction Information

### Relier Information

Clerk Last Name	<b>Cheslock</b>		
Clerk First Name	<b>Stephanie</b>		
Municipality	<input type="radio"/> Town <input type="radio"/> Village <input checked="" type="radio"/> City	<b>NEENAH</b>	
County	<b>WINNEBAGO</b>	HINDI #	<b>71261</b>

### Provider Information

County	<b>WINNEBAGO</b>	HINDI #	<b>71261</b>
Municipality	<input type="radio"/> Town <input type="radio"/> Village <input checked="" type="radio"/> City	<b>NEENAH</b>	

### Poll Worker Information

Worker Last Name			
Worker First Name		Worker Middle Name	
Address: Street Number and Name			
Apt. Number		City	<b>NEENAH</b>
State & ZIP + 4	<b>WI 54956</b>		
Date of Birth (MM/DD/YYYY)		Home Telephone:	<b>920-</b>
Other Telephone Type:		Other Phone Number:	<b>920-</b>
Worker e-mail address			
Social Security Number	_ _ _ - _ _ - _ _ _		
Party Affiliation (if any)	<input type="radio"/> Unaffiliated		

Worker Type Fill in one circle only	<input type="radio"/> Chief Inspector	<input type="radio"/> Chief Inspector AM Shift	<input type="radio"/> Chief Inspector PM Shift	<input type="radio"/> Alternate Chief Inspector
	<input type="radio"/> Election Inspector	<input type="radio"/> Election Inspector AM Shift	<input type="radio"/> Election Inspector PM Shift	<input type="radio"/> Election Inspector (Student)
	<input type="radio"/> Alternate Election Inspector			
	<input type="radio"/> Election Inspector & Special Registration Deputy (Indicate Deputy Number)			
	<input type="radio"/> Election Inspector & Special Voting Deputy			
	<input type="radio"/> Special Registration Deputy (Indicate Deputy Number)	<input type="text"/>		
	<input type="radio"/> Special Registration Deputy (ED) (Indicate Deputy Number)	Special Registration Deputy Number (if applicable)		
	<input type="radio"/> Special Voting Deputy			
<input type="radio"/> Tabulator				

Normal Ward			
Does this worker require transportation?	<input type="radio"/> YES <input checked="" type="radio"/> NO	Miles to work:	<b>NA</b>
		Worker willing to work outside ward?	<input type="radio"/> YES <input checked="" type="radio"/> NO

Election Types:	<input type="radio"/> Any Elections <input type="radio"/> Spring Elections Only <input type="radio"/> Fall Elections Only <input type="radio"/> Governor Elections Only <input type="radio"/> Presidential Elections Only
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Worker Status Expiration Date:	<b>NA</b>	Is this a State Appointment?	<input type="radio"/> YES <input checked="" type="radio"/> NO
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Additional Comments:

Clerk Signature:		Election Worker Signature:	
Date:		Date:	