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Upon arrival at the polling place, check in with the Election Inspectors at the proper election district table and sign your name in the poll roster book, as usual. Once your registration is verified, you will be handed a paper ballot and a privacy folder. You will be directed to a voting booth that will provide you with a private location within which you may mark your ballot.

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Mark your ballot by filling in the square COMPLETELY next to the candidate name. Use only the marking pens provided. If you choose to write-in a vote, find the "Write-In" box at the bottom of each column and write in the name.

## DO NOT use a $\mathbf{V}$ or an $\mathbf{X}$

If you make a mistake, DO NOT try to erase the mark. Return the ballot to the Election Inspectors and request a new ballot.

Propositions - to vote on a proposition, fill in the square completely for either YES or NO

Write-In-To do a write-in, at the bottom of the race you wish to write in, simply print the candidate's name.

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| WRITEIN |  | $\square$ <br> Write name in here |  | 2012 |

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When you have completed your ballot, take it to the ImageCast Optical Scanner. You may feed either end of the ballot into the scanner. The LCD display will alert you if there is an over-vote, a blank ballot, or the ballot has been misread.

- If you would like to review or change your ballot, press the RETURN button. You must then return your ballot to the Inspector table to receive a new one or return to the voting booth to complete it.
- When you are satisfied that you have filled the ballot out properly, feed the ballot into the scanner and press the CAST button. The machine will read and tabulate your ballot and drop it into a secure metal box.



## ERROR MESSAGES

Undervote - means you have not voted for all the contests offered on the ballot.

Overvote - An over vote warning occurs when you select more than the allowed number of candidates for a contest. If you vote for more than the allowed number of candidates for an office, none of the votes for that office will count. If you vote for the same candidate on two different party lines, the first one will count.

Blank Ballot - A blank ballot message is displayed when the scanner does not detect any voter choices on the ballot. Misread Ballot - A misread message may occur if the ballot is folded, torn or has been inserted into the machine incorrectly.

