

Post-Election Audit Printable Worksheet

Updated as of 1.15.2020
6/13/23

County Kalamazoo Jurisdiction Comstock Twp Precinct 6 Audit Date _____

<p>NOTE: All discrepancies should be explained on the reverse side of this checklist.</p>	<p>Voting System & Test Deck:</p>	<p>Voter Assist Terminal</p>
<p>Pre-Election Requirements:</p>	<p>Test Deck Sealed: 117881 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Seal # Recorded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Test Deck & T&S Certification Seal # Match: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Test Certification Form: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Tested before Election: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Tested on Election: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Number of voters: <u>5</u></p>
<p>Notices: Notice of Registration <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Election <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Public Accuracy Test <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Weekend Hours in QVF <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Tab Seal # Match w/T&S Certification & Pollbook <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Tab Serial # Match <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No w/T&S Certification & Pollbook EC Addendum <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Pre-printed TD- HM <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>	<p>Applications to Vote Review: # apps to vote matches <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No # of voters: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Apps to vote properly completed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Number of ID Affidavits: <u>0</u> Military/Overseas apps: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Ballots sent on time: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>
<p>Election Inspectors: Appointed by Election Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No At least 1 R & 1 D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Apps available <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Proof of Training <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Proof sent to parties <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>	<p>Prelim Test Date: <u>3/22/23</u> Public Test Date: <u>4/27/23</u></p>	<p>AV ballot posting: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>E-Pollbook: <input type="checkbox"/> N/A Encryption Pwd: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Unique User/Pwd: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No PrivacyZone Active: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> BL Docs Saved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date hostservice.zip modified: <u>3/1/23</u></p>	<p>Test Deck Properly Created: <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input checked="" type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/> 13 <input type="checkbox"/> Dif Totals Tab Tape & Predetermined Results Match: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Zero Tape Printed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Receiving Bd checklist: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Paperwork Assessment:

<p>Poll Book & Statement of Votes</p>	<p>12. Certificate of Election Inspectors <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No completed and signed by inspectors present when polls closed</p>
<p>1. Clerk's Preparation Certificate completed and signed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>13. Ballot container seal number is properly recorded in pollbook <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>2. Election Inspectors Preparation Certificate completed and signed by inspectors present when polls opened <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>14. Program container seal number is properly recorded in pollbook <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>3. All inspectors (including chair) subscribed to the Constitutional Oath of Office <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>15. Seal number verification signed by one inspector of each major political party in pollbook <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>4. Oath administrator signed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Program Container Certificate</p>
<p>5. All election inspectors that signed the oath were appointed by the Election Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>1. Seal number properly recorded <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>6. All spoiled, affidavit, envelope, challenged, and AV ballots noted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>2. Signed by one election inspector of each major political party <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>7. Challenges recorded (if nec.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>	<p>Provisional Ballot Forms</p>
<p>8. Write-in votes totaled (if nec.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>	<p>1. Affidavit ballot Question 3 PB form marked Yes <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>
<p>9. Totals tape signed by inspectors present when poll closed <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>2. Envelope ballot Question 3 PB form marked No <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>
<p>10. Number of ballots tabulated on totals tape matches the number of voters listed in the pollbook. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>3. Envelope ballots were processed appropriately <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>
<p>11. Ballot summary is completed, balanced, and totals are accurate <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Remark</p>	<p>4. Affidavit & Envelope Voters were registered to vote <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>
	<p>5. Counted envelope ballots sealed in an approved container <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>

Ballot Container & Voted Ballot Hand Count Audit:			
Ballot Container:	Contest Candidates or Y/N	Hand Count	Canvass Total
Ballot Container Seal #: In Pollbook: <u>52503</u> On Certificate: <u>52503</u> Actual Seal: <u>52503</u>	Yes	157	157
Certificate signed by one inspector of each major political party: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No	130	130
Properly Sealed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Container Approved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Duplicated ballots properly duplicated: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
Electronic ballots properly duplicated: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		0	0
Number of ballots matches number of ballots tabulated: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Write-in vote	0	0
	Over votes	0	0
	Under votes	0	0

Notes – all discrepancies should be noted below

Applications to vote for ballots not returned were not separated out.

313 applications vs 287 returned

AV counting board precincts were all combined

Ballot summary was completed and balanced, numbers for the total number of voters that returned ballots and voters that didn't return ballots didn't match the QVF report that printed.

After completion of the above, replace the Poll Book and Statement of Votes into the appropriate envelopes and initial and seal with a red paper seal. Then sign below.

We, the undersigned members of the Audit Board, hereby certify the completion of the items checked above.



County/State Audit Inspector

County/State Audit Inspector

NOTE: Worksheet data must then be entered electronically in the eLearning Center using the Post-Election Audit Online Form within two days of audit completion.

Post-Election Audit AVCB Printable Worksheet

Updated as of 5.9.2019

County Kalamazoo Jurisdiction Comstock Twp AVCB 6 Audit Date 6/13/23

<p>NOTE: All discrepancies should be explained on the reverse side of this checklist.</p> <p>Pre-Election Requirements: <i>Election Inspectors:</i> Appointed by Election Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No At least 1 R & 1 D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Apps available <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Proof of Training <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Proof sent to parties <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p>	<p>Voting System & Test Deck: Test Deck Sealed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Seal # Recorded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Test Deck & T&S Certification Seal # Match: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Tab Seal # Match w/T&S Certification & Pollbook <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Tab Serial # Match w/T&S Certification & Pollbook <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A EC Addendum <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Pre-printed TD- HM <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Prelim Test Date: <u>3/22/23</u> Public Test Date: <u>4/27/23</u> Test Deck Properly Created: <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/> 13 <input type="checkbox"/> Dif Totals Tab Tape & Predetermined Results Match: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Zero Tape Printed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Applications to Vote Review: # apps to vote matches # of voters: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Apps to vote properly completed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Number of ID Affidavits: <u>0</u> Military/Overseas apps: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Ballots sent on time: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <hr/> <p>Receiving Bd checklist: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
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Paperwork Assessment:

<p>Poll Book & Statement of Votes</p> <ol style="list-style-type: none"> 1. Clerk's Preparation Certificate completed and signed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 2. Election Inspectors Preparation Certificate completed and signed by inspectors present when polls opened <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 3. All inspectors (including chair) subscribed to the Constitutional Oath of Office <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 4. Oath administrator signed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 5. All election inspectors that signed the oath were appointed by the Election Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 6. All spoiled, affidavit, envelope, challenged, and AV ballots noted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 7. Challenges recorded (if nec.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A 8. Write-in votes totaled (if nec.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A 9. Totals tape signed by inspectors present when poll closed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 10. Number of ballots tabulated on totals tape matches the number of voters listed in the pollbook. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 11. Ballot summary is completed, balanced, and totals are accurate <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Remark 	<ol style="list-style-type: none"> 12. Certificate of Election Inspectors completed and signed by inspectors present when polls closed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 13. Ballot container seal number is properly recorded in pollbook <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 14. Program container seal number is properly recorded in pollbook <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 15. Seal number verification signed by one inspector of each major political party in pollbook <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <p>Program Container Certificate</p> <ol style="list-style-type: none"> 1. Seal number properly recorded <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A 2. Signed by one election inspector of each major political party <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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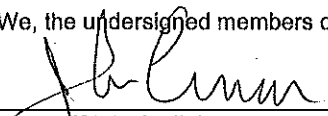
Ballot Container & Voted Ballot Hand Count Audit:

Ballot Container:	Contest Candidates or Y/N	Hand Count	Canvass Total
Ballot Container Seal #: In Pollbook: <u>013094</u>	Yes	22	22
On Certificate: <u>013094</u>	No	13	13
Actual Seal: <u>013094</u>			
Certificate signed by one inspector of each major political party: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Properly Sealed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Container Approved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Number of spoiled ballots matches Pollbook: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A			
Duplicated ballots properly duplicated: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A			
Electronic ballots properly duplicated: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Write-in vote		
Number of ballots matches number of ballots tabulated: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Over votes		
	Under votes		

Notes – all discrepancies should be noted below

After completion of the above, replace the Poll Book and Statement of Votes into the appropriate envelopes and initial and seal with a red paper seal. Then sign below.

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