



**November 8, 2016
Presidential Election
Supplemental to Warden's Book**

**For Routine Calls:
Call us on your landline phone or cell phone**

City Clerks Phone Numbers

Quincy City Clerks Office

(617) 376-1131

(617) 376 1144

Quincy City Clerks
1305 Hancock Street
Quincy, MA 02169
(617) 376-1144
cchaudhary@quincyma.gov

VERIFICATION OF OPENING AND CLOSING TIMES

CITY CLERK

Tel (617) 376-1144

Dear Wardens,

At the opening and closing of the polls please have the Police Officer on duty sign and verify the time the polls opened and closed. You as Warden must also sign. See below:

I, _____ hereby certify that I opened the polls at

Warden

Ward _____ Precinct _____ at _____ AM

and closed the polls at

Ward _____ Precinct _____ at _____ PM

I also hereby certify that no person arriving before 7:00 A.M. was allowed to vote or arriving after 8:00 P.M. was allowed to vote.

Warden Signature

Police Officer

Clerk's Signature

CLERK'S REPORT

November 8, 2016

Ballots:

A. Number of total ballots received	_____
B. Number of absentee ballots received	+ _____
C. Number of Early Voting Ballots	+ _____
D. TOTAL BALLOTS RECEIVED	= _____

E. Number of Machine counted ballots (from machine tape)	_____
F. Number of Hand Count ballots	+ _____
G. Number of Spoiled ballots	+ _____
H. Number of Unused ballots	+ _____
I. TOTAL	= _____

(Line D should match Line I)

Provisional Ballots are not recorded in this count. They are to be returned in the Provisional Ballot Envelope by the Warden to the City Clerk's Office.

Presidential Election - Call-In The Vote Count –Nov. 8, 2016

Phone 617-376-1131, 617-376-1135, 617-376-1136

WARD _____ PRECINCT _____

CALL IN AT 10:00 AM, 2:00 PM, 4:00 PM and 6:00 PM

NUMBERS ARE FROM THE LCD DISPLAY ON THE ACCU-VOTE

TIME

MACHINE COUNT

AUTOMARK

10:00 AM		
2:00 PM		
4:00 PM		
6:00 PM		

THIS SHEET MUST BE COMPLETED AND SIGNED.

WARD _____ PRECINCT _____

If Warden (person in charge) feels there is an emergency call the Clerk's Office.
(someone falls, etc.)

Record and describe any events or circumstances that occur during the day that should be noted. Please be sure to include the time of the events.

COMMENTS _____

DATE _____

WARDEN _____