



Cecil County Board of Elections
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ASSIGNMENT	PRIMARY
	GENERAL
VID	
D/P	
PARTY	

ELECTION JUDGE APPLICATION FOR 2024 PRESIDENTIAL ELECTION
 PRIMARY: MAY 14, 2024 AND GENERAL: NOVEMBER 5, 2024

If you would like to serve as an Election Judge during the 2024 Presidential Election, please complete and return this form as soon as possible. Thank you for your interest in being an election judge.

MINIMUM QUALIFICATIONS to be an election judge:

- I am 16 years of age* or older.
- I am a registered voter in the state of Maryland.
- I am willing to serve as an Election Judge outside of my home precinct.
- I can work a 15-hour day.
- I can sit/stand for extended periods of time.
- I have reliable transportation for the **required** training and for Election Days.
- I can speak, read, and write English.
- I can lift between 10 and 25 pounds.
- I will not leave the polling place at any time, until dismissed by a chief judge.

**If you are 16 years old, you may be able to serve if you show your local board of elections that you are qualified to be an election judge and a parent or guardian gives permission.*

You cannot be an election judge and a:

Candidate or currently hold a public or political office, including State and county political party central committees, or a chairman, campaign manager or treasurer for a political or candidate committee.

Position descriptions are detailed on the back of this form.

____ **Chief Judge** ____ **Provisional/Same Day Registration (SDR) Judge** ____ **Election Judge**

Please Print

Name: _____

Address: _____

Contact Number: _____ Email Address: _____

Party Affiliation: _____ Date of Birth: _____

State Employee: Yes No County Employee: Yes No Returning Judge: Yes No

- ✓ I understand that cell phones and electronic devices are not permitted in the voting room unless used to contact the Board of Elections. I agree to follow this policy and understand the policy regarding compensation.
- ✓ I understand that compensation for my attendance at training and for my service on Election Day will take approximately 6 to 8 weeks from the date of the Election to be processed and mailed.
- ✓ I understand that if I do not serve on Election Day that I will not be compensated for attending the mandatory training class.

Signature

Date

Chief Judge: (\$350.00 per day) Hours: 5:45 am to 9:30 pm (approximate end time)

1. Pick up voting supplies and poll books from the election office prior to Election Day.
2. Set-up polling place.
3. Supervise opening and closing of the polls. Complete and sign all reports and forms.
4. Ensure voter lines are moving in an efficient manner in and outside the precinct.
5. Manage Election Judges by assigning duties and breaks.
6. If needed, appoint Election Judges on Election Day when emergencies arise.
7. Post hourly voting totals report.
8. Support the Provisional/SDR Judge.
9. After the polls close, remove the memory stick from the scanner(s) and give to an election judge to deliver to the election office as soon as possible/SDR.
10. Return voted ballots and supplies to election office.
11. **Cell Phone/Election iPad:** Required for use on Election Day and while transporting critical materials to communicate with the Board of Elections.

Provisional/SDR Judge: (\$275.00 per day) Hours: 5:45 am to 9:30 pm (approximate end time)

1. MUST assist in precinct set-up the night before or the morning of the election.
2. Assist in the opening and closing of the polls. Set up Provisional/SDR area.
3. Register and process voters and update voters address as needed for Same Day Registration.
4. Provide a voter with a Provisional Ballot Application and the appropriate ballot.
5. Assist, when necessary, with the completion of provisional ballot forms.
6. Complete and sign provisional and SDR paperwork. Account for all provisional ballots and application envelopes.
7. Ensure security of voted provisional ballots and SDR materials.
8. Any other duties as assigned by Chief Judges.

Election Judge: (\$250.00 per day) Hours: 5:45 am to 9:30 pm (approximate end time)

Greeter, Poll Book, Ballot, BMD & Voting

1. Duties will be rotated throughout the day.
2. MUST assist in precinct set-up the night before or the morning of the election.
3. Assist in opening and closing of the polls.
4. Set-up and connect Electronic Poll Books.
5. Greet and direct voters to Check In area.
6. Check in voters & ask questions to verify identification using Electronic Poll Books. Issue Voter Authority Card.
7. Issue ballot and ballot activation card to voter. Maintain ballot inventory.
8. Assist voters at the Ballot Marking Device (BMD).
9. Monitor activity around the polling place and assist with line management.
10. Provide general instructions to voters regarding the use of voting equipment.
11. Retrieve Voter Authority Card (VAC) after the voter has voted at the ballot scanner.
12. Give out "I VOTED" stickers.
13. Refer Provisional, SDR and any problems to a Chief Judge.
14. Any other duties as assigned by the Chief Judges.

Wear Business Attire (no torn jeans or anything politically motivated). Bring everything you will need for the day.
Thank you for serving!