



State Form 42063 (R12 / 5-19)

Indiana Election Division

(IC 3-6-6-23; 3-6-6-35; 3-11-8-7.5; 3-11-8-9; 3-11-11-1.9; 3-11-13-27; 3-11-14-17, 3-11-18.1-10)

(PRE-1)

PRECINCT OR VOTE CENTER OATH BOOK FOR _____

Insert Name of Precinct or Vote Center

STATE OF INDIANA

COUNTY OF _____

INSTRUCTIONS: Follow the STEPS outlined in this Oath Book.



Suggestion to Printer:

You may wish to print this booklet on a color of paper other than white for transmittal in different color envelope.

POLL WORKER OATH

INSTRUCTIONS: Before the polls are opened in the precinct or at a vote center, the inspector, judges, poll clerks, assistant poll clerks, and sheriffs (or the equivalent officers under the county's vote center plan) must take the following oath.

I do solemnly swear (or affirm) the following:

1. I will support the Constitution of the United States and the Constitution of the State of Indiana.
2. I will faithfully and impartially discharge the duties of inspector (or judge) of election assigned by law.
3. I will not knowingly permit any person to vote who is not qualified and will not knowingly refuse the vote of any qualified voter or cause any delay to any person offering to vote other than is necessary to procure satisfactory information of the qualification of that person as a voter.
4. I am now a bona fide resident of the county in which I am to act as a member of the election board and am a qualified voter of that county, if required by law.
5. I will not disclose or communicate to any person how any voter has voted at this election or how any ballot has been folded or marked.
6. I am able to read, write and speak the English language.
7. I have no property bet or wagered on the result of this election.
8. I am not a candidate to be voted for at the election in this precinct, except as an unopposed candidate for precinct committeeman or state convention delegate.
9. If I am serving as an inspector, I am not the chairman or treasurer of the committee of a candidate whose name appears on the ballot.
10. I am not related to any person to be voted for at the election in this precinct as the spouse, parent, father-in-law, mother-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother, sister, brother-in-law, sister-in-law, uncle, aunt, nephew, or niece of that person, unless that person is an unopposed candidate.
11. If I am an inspector, I attended the training required by state law. If I am a judge, poll clerk, assistant poll clerk, or sheriff, I have attended any training required by the county. (IC 3-6-6-40)

STEP 1: OATH OF INSPECTOR AND JUDGES (IC 3-6-6-19; 3-6-6-23)

The inspector administers the oath to the judges. One of the judges then administers the oath to the inspector.

In a vote center county, the individuals with the responsibilities of the inspector and judges administer the oaths and sign and print their names here.

Signed: _____
Inspector (amend title if applicable)

Signed: _____
Judge (amend title if applicable)

Printed Name: _____

Printed Name: _____

Signed: _____
Judge (amend title if applicable)

Printed Name: _____

NOTE: STEP 1: OATH OF INSPECTOR AND JUDGES continues below.

To be completed by person administering oath to inspector and judges. See <i>instruction above</i> .	
Subscribed and sworn to before me this _____ day of _____, 20_____.	
_____ Signature	_____ Signature
_____ Printed Name	_____ Printed Name
_____ Title	_____ Title

STEP 2: OATH OF POLL CLERKS, ASSISTANT POLL CLERKS, AND SHERIFFS (IC 3-6-6-19)

INSTRUCTIONS: Before the polls are opened in the precinct or at a vote center, the poll clerks, assistant poll clerks, or sheriffs (or the equivalent officers under a county vote center plan) must take the oath set forth on page 2. If the oath is being given at the precinct or at a vote center, the inspector administers the oaths.

Signed: _____ Title: _____

Printed Name: _____

Signed: _____ Title: _____

Printed Name: _____

Signed: _____ Title: _____

Printed Name: _____

Signed: _____ Title: _____

Printed Name: _____

To be completed by person administering oaths.	
Subscribed and sworn to before me this _____ day of _____, 20_____.	
_____ Signature	
_____ Printed Name	
_____ Title	

STEP 3: CERTIFICATE OF BALLOT AGREEMENT
(IC 3-11-11-1.9; 3-11-13-27; 3-11-14-17)

INSTRUCTIONS: *If this precinct is located in a county using vote centers, SKIP THIS STEP and write "NA" on the signature lines below.*

In counties where vote centers are not used, before the polls are opened in the precinct, the inspector and judges must complete the following certificate. IF THE SAMPLE BALLOTS AND OFFICIAL BALLOTS DO NOT AGREE, CONTACT THE COUNTY ELECTION BOARD IMMEDIATELY AND ONLY COMPLETE THIS FORM AFTER THE BALLOT HAS BEEN CORRECTED.

We, the undersigned precinct election board, certify that before the opening of the polls, we personally compared the sample ballots with the official ballots to be used in this precinct to determine if the names, numbers and letters on the sample ballots agree with the names, numbers and letters on the official ballots. We certify that the sample ballots and the official ballots are in agreement.

Signed: _____
Inspector

Signed: _____
Judge

Signed: _____
Judge

STEP 4: ELECTRONIC POLL BOOK CERTIFICATION

INSTRUCTIONS: *If this precinct is not using electronic poll books, SKIP THIS STEP and write "NA" on the signature lines below. Before opening the polls, the inspector and judge of the opposite political party make the following determinations regarding the electronic poll books provided to the precinct. (IC 3-11-8-7.5)*

We, the inspector and judge of the opposite political party from the inspector certify the following regarding the seal on each electronic poll book or container of a single electronic poll book provided to this precinct by the county election board:

- (1) The seal is intact.
- (2) The seal shows no evidence of tampering.
- (3) The seal bears the number indicated on the list provided to the inspector by the county election board.

NOTE ANY INSTANCE IN WHICH THE ABOVE STATEMENTS ARE NOT ACCURATE.
Identify the seal number(s) involved and add any additional information known to you below:

If the certification is accurate, write "NA" here: _____.

On this the _____ day of _____, 20_____.

Signed: _____
Inspector (amend title if applicable)

Signed: _____
Judge (amend title if applicable)

STEP 5: RECORD OF POLL OPENING AND CLOSING

INSTRUCTIONS: *The inspector of each precinct or vote center shall proclaim the opening and closing of the polls to the people outside the polls in a loud tone of voice. The poll clerks must make a record of the inspector's proclamation and the time the proclamation was made. Alter the times set forth below if the opening or closing of the polls was delayed. (IC 3-11-8-9, IC 3-11-8-10)*

We, the undersigned poll clerks, certify that at ___:___ a.m. (*insert time*) the inspector of this precinct proclaimed to the people outside the polls in a loud tone of voice that the polls were:

OPENED at six o'clock a.m. (*Correct time if necessary.*)

We, the undersigned poll clerks, certify that at ___:___ p.m. (*insert time*) the inspector of this precinct proclaimed to the people outside the polls in a loud tone of voice that the polls were:

CLOSED at six o'clock p.m. (*Correct time if necessary.*)

On this the _____ day of _____, 20_____.

Signed: _____
Poll Clerk

Signed: _____
Poll Clerk

STEP 6: RECORD OF INDIVIDUALS WAITING TO VOTE

INSTRUCTIONS: *The inspector of each precinct or vote center shall record the number of individuals waiting to vote, but who have not yet signed the poll list, as of each of the following times. (IC 3-11-8-9)*

I, the undersigned inspector, certify that the times listed below, the number of individuals indicated were waiting to vote at this precinct, but had not yet signed the poll list:

- (1) The opening of the polls: _____
- (2) 12:30 p.m. on election day: _____
- (3) The closing of the polls: _____

On this the _____ day of _____, 20_____.

Signed: _____
Inspector

STEP 7: RETURN OF PRECINCT OATH BOOK

INSTRUCTIONS: *After the polls have closed, the inspector and the judge of the opposite political party must return this Oath Book to the County Election Board with all other required election material in ENVELOPE PRE-12.*