Printing (Pre- and Post-Production)

Election Cycle: _____

Deadline: _____

Items or Task (cite legal reference where appropriate)	Complete (Initials & Date)
Prior to printing, proof "art files" that the ballot printer provides against your approved PDF and ensure 100% fidelity before approving.	
After printing, proof at least one printed ballot from the production lots of your ballot printer against either the approved art files or the reference PDF to ensure no production errors.	
Scan a sample of post-production ballots pulled for proofing to ensure they are scannable.	

Notes:

Approved By: _____ **Date:** _____