

# MAIL BALLOT PROCESSING OVERVIEW

## Your County Election Department



### INTAKE

- ✓ Mail ballot envelopes returned by voters are received by the Election Department and prepared for processing.
- ✓ Mail ballot envelopes are scanned and the signature on each envelope is captured.

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### SIGNATURE VERIFICATION

- ✓ The scanned signatures are reviewed by the Automatic Signature Recognition (ASR) program.
- ✓ Ballot envelopes with signatures that were not verified go to Manual Signature Verification where bipartisan teams compare envelope signatures with signatures on file from the DMV or election registration forms.

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### SORTING & SEPARATING

- ✓ Mail ballot envelopes are sorted to separate envelopes with a verified signature from those without.
- ✓ Envelopes with signatures that were verified through ASR or Manual Signature Verification move on to Tray Inspection and then Central Counting Board.
- ✓ Envelopes missing a signature or with a signature that cannot be matched to our records go to the Signature Cure.

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### TRAY INSPECTION

- ✓ Inspectors verify and audit trays of mail ballot envelopes with verified signatures.
- ✓ Audited ballot envelopes are logged and brought to the Central Counting Board Area.

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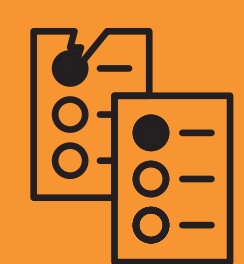


### EXTRACTION & INSPECTION

- ✓ Tray Inspectors verify and audit trays of mail ballot envelopes with verified signatures.
- ✓ Audited ballot envelopes are logged and then brought to the Central Counting Board Area.

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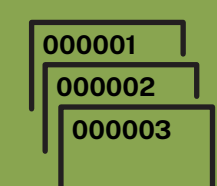


### BALLOT DUPLICATION

- ✓ Bipartisan teams create a new physical ballot when a ballot is damaged or marked in a way that may prevent a vote from being read by a scanner.

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### IMPRINTING

- ✓ Ballots are imprinted with a unique number used to conduct a post-election tabulation audit called a risk-limiting audit (RLA).

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### TABULATION

- ✓ Ballots are run through high-speed scanners that capture the selections made by the voters.
- ✓ Any ballots that cannot be read by the scanner are logged and sent back to the Central Counting Board for duplication.

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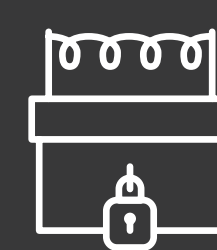


### ADJUDICATION

- ✓ Ballots that require adjudication due to an apparent overvote or an ambiguous mark on a ballot go to bipartisan teams of adjudicators to be resolved.

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### BALLOT STORAGE

- ✓ After being scanned, ballots are put into boxes that are sealed and brought to a secure storage area.
- ✓ The sealed ballot boxes are retained as required by law.

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