



**THINGS TO BRING & THINGS TO KNOW:**

- ✓ Plan to arrive 10-15 minute before scheduled poll closing time (30 minutes if you have a tendency to run late).
- ✓ You will need to bring a clipboard and a few blank pages for notes (in addition to your data collection form).
- ✓ If possible, while in line waiting to enter the poll, chat with the deputy and introduce yourself and tell him why you're there. Ask him to inform the Site Manager of your presence and that you are working on a poll-closing observation project.
- ✓ In chatting with deputy, see if you can determine whether there have been long lines, problems with the 100' rule, or any other problems. Take notes afterward.
- ✓ **DO NOT INTERFERE WITH OR OBSTRUCT THE POLLWORKERS.** You must do as they ask.
- ✓ Fully charge your cell phone each day and be sure to keep it on you at all times.
- ✓ Keep your buddy's cell phone number with you.
- ✓ **VERY IMPORTANT: NO POLITICAL T-SHIRTS OR BUTTONS.** Dress appropriately: Business casual please.
- ✓ Do not wear perfume or cologne.
- ✓ Make every effort to make your handwriting on the forms legible.
- ✓ Return reports **DAILY** via fax or drop-off. Always mail originals afterward if you have faxed.