

## **Basic Definitions Each Poll Worker Should Know**

If additional information is required, please refer to your *“Official Instructions for the District Board of Elections”* Manual, or call 732-548-2410.

<b><u>Term</u></b>	<b><u>Definition</u></b>
<b>Affirm Address (formerly Fail Safe Voter)</b>	A voter who was previously registered in Middlesex County but has moved within the County.
<b>ATV Slip</b>	An <b>Authority To Vote</b> slip is the slip of paper where the voter signs the top part and the Poll Worker gives the voter the bottom half to give to the voting machine operator as their authority to vote on the machine.
<b>Cartridge</b>	The cartridge is a device similar in size to the “old 8 track” cassette tape. It is in the back of the voting machine and is used to record the votes cast on Election Day. The cartridge is removed at the end of the night and brought to the Municipality where it is read and results transmitted to the Board of Elections.
<b>Challenger’s Affidavit (GP92)</b>	This is a form that a Challenger is required to fill out for each voter challenged.
<b>Challenged Voter Affidavit (C-4)</b>	This is a form that a Poll Workers fills out, is signed by all Poll Workers as well as the voter, to affirm that the voter is a duly registered voter.
<b>Disability Certificate for Assistance</b>	This is a form located in the front of the “A - K” Poll Book which must be filled out if a voter needs assistance in the voting booth.
<b>District</b>	A short term for Voting District which is a section of a town containing voters. Each town in Middlesex County is made up of voting districts. Usually the larger the town, the more districts. Each district has a table with their own “A - K” and “L - Z” Poll Books, Poll Workers, etc.
<b>District Board Worker</b>	This is the official title for a Poll Worker
<b>Electioneering</b>	When a candidate or other person campaigns within 100 feet of the polling place or within the voting area.
<b>Emergency Ballot</b>	A paper ballot used to vote when the voting machine is out of order and cannot be repaired or replaced in a reasonable time period.
<b>Mail In Ballot (formerly Absentee)</b>	A paper ballot used to vote by voters who prefer to vote by paper ballot instead of on the voting machine.
<b>Polling Place</b>	A location in which one or more voting districts are set up on Election Day for voters to vote.

<u>Term</u>	<u>Definition</u>
<b>Provisional Ballot</b>	A paper ballot used to vote by a voter where there is some problem in establishing a voter's right to vote in that district. It is called a provisional ballot since before it is counted, the Board of Elections must determine if that person has the right to vote in Middlesex County.
<b>Paper Tape</b>	A tape printed from the Voting machine. There are two times a tape is printed: Once when the voting machine is set up prior to opening the election a Zero Tape is printed and at the end of the end of the night when the polls close and Results Tapes are printed.
<b>Poll Book</b>	The Poll Book contains a listing of all registered voters in that district. It contains the Name, Address, Signature, Voting District, Voter Registration Number and Date of Birth. There are two Poll Books at each District. One contains all voters whose name starts with A - K and the other whose name starts with L - Z. If a voter declares a political party, the Poll Book will also include the political party for the Primary Election Poll Books only.
<b>Results Tape</b>	A Results Tape is the tape that is printed when the polls close. It is called a Results Tape since all candidates and Questions are listed and have the resulting votes next to each name or question.
<b>Sample Ballot</b>	This is a document which is mailed to each voter at the last known address that is contained in the Board of Elections system. It is mailed no later than the Wednesday before an election. It contains the Polling place location for that voter, the Ward and District, and a picture of the ballot for that election showing the candidates, questions, instructions on voting in both English and Spanish and the hours that the polls are open.
<b>Void or Spoiled Ballot</b>	An Absentee, Provisional or Emergency ballot which has been discarded because of errors.
<b>Voter's Complaint Form (C-5)</b>	This is a form that a voter can complete to register a complaint with the Board of Elections. NOTE: the voter may submit the form anonymously. (without entering their name, address or phone number)

<u>Term</u>	<u>Definition</u>
<p style="text-align: center;"><b>Ward</b></p>	<p>In some towns, the Municipal government decided to separate their towns into Wards which contain different sections of the town. For voting purposes, each Ward may contain one or more voting districts. On the address label for your Sample Ballot, you will see something like “<b>WD: 3 DIST: 2</b>” which would mean that you are located in Ward 3 and District 2.</p>
<p style="text-align: center;"><b>Zero Tape</b></p>	<p>A Zero Tape is the tape that is printed when the voting machine is first set up at the polls. It is called a Zero Tape since all candidates or questions should have zero votes next to each name or question.</p>