CAP Poll Watcher Report Form
General Election 2025

Please enter data online at http://www.capfairfaxelectioninfo.com.
Contact RPV Legal Helpline at help@virginia.gop or call 804-600-4809.
Poll Watcher scheduling questions contact Pat O'Brien at pollwatchers@fairfaxgop.org
or call 703-397-8129

ALL SHIFTS COMPLETE THE FOLLOWING FIELDS:

Your Email

1. Last Name
_____

2. First Name
_____

3 Shift Date

MM/DD/YYYY

4. Arrival Time

hh mm -

AM/PM

5. Departure Time

hh mm -

AM/PM

6. Your Phone (cell preferred)_____

7. Which CAP Process did you observe on your shift?

☐ Absentee Ballot Mailer Check-in to VERIS

☐ Absentee Ballot Extraction from Mailers

☐ Absentee Ballot Scanning

☐ Hand Counts (UOCAVA Absentee Ballots and other "DID NOT SCAN" (DNS) Ballots

8. Were 2 Election Officers present at all times during the Ballot Extraction and Scanning processes? (i.e., Chief, Asst Chief)
   Yes_____ No____

9. Were there any equipment problems?
   Yes_____ No_____

   [ ]

   If "YES" describe the issue

10. Please describe any incidents that took place and/or open issues needing follow-up

    [ ]

SECURITY (ALL SHIFTS):

11. Did you see that all ballots were moved from room to room by 2 people, whether in trays or in ballot boxes?   Yes____ No_____

12. Did you see any ballots or security envelopes left unattended?
    Yes____ No_____

MAILER CHECK-IN SHIFT COMPLETES THE FOLLOWING FIELDS:

13. Team Lead Names for Mailer Check-In

    [ ]

     Ask the Team Lead for the following information (Closing shift):

14. Total Mailers Checked In_____

15. Total Sent to Cure_____

16.   Total Returned from Cure_____

BALLOT EXTRACTION/SCANNING PW SHIFT COMPLETES THE FOLLOWING FIELDS:

17. Chief/Asst Chief and Supervisor for Ballot Extraction and Scanning

18. Total Ballots Extracted_____

BALLOT SCANNING (copy from "**Ballot Scanning Daily Certification Log**" for latest complete entry)

(Opening shift Poll Watchers get Opening Numbers; Closing shift PWs get Closing Numbers)

DS950 SCANNER (Molly, Machine B, Non-Town Ballots) Serial # DS9524070716

19. Opening ON-OFF Zip Tie Seal Number _____

20. Opening USB1 Zip Tie Seal Number_____

21. Opening Saved Count _____

22. Closing Saved Count _____

23. Closing Shift: Saved Count Difference_____

24. Closing ON-OFF Zip Tie Seal Number _____

25. Closing Shift: Digital Not Scanned (DNS) ballots total _____

26. DATA EXPORT   Yes_____   No_____

27. Closing Shift: USB1 Seal at Close _____

28. Closing Shift: USB Drive Serial #/Name _____

29. Machine Zero 'd After Data Export

    Pre-Election Day   Yes_____   No_____
    Election Day   Yes_____   No_____
    Post-Election Day   Yes_____   No_____

30. Data Zero Report Run

    Pre-Election Day   Yes_____   No_____
    Election Day   Yes_____   No_____
    Post-Election Day   Yes_____   No_____

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DS950 SCANNER (Curly, Machine A, Town Ballots) Serial # DS9524070715

31. Opening ON-OFF Zip Tie Seal Number _____

32. Opening USB1 Zip Tie Seal Number_____

33. Opening Saved Count _____

34. Closing Saved Count _____

35. Closing Shift: Saved Count Difference_____

36. Closing ON-OFF Zip Tie Seal Number _____

37. Closing Shift: Digital Not Scanned (DNS) ballots total _____

38. DATA EXPORT   Yes_____   No_____

39. Closing Shift: USB1 Seal at Close _____

40. Closing Shift: USB Drive Serial #/Name _____

41. Machine Zero 'd After Data Export

   Pre-Election Day   Yes_____   No_____
   Election Day   Yes_____   No_____
   Post-Election Day   Yes_____   No_____

42. Data Zero Report Run

   Pre-Election Day   Yes_____   No_____
   Election Day   Yes_____   No_____
   Post-Election Day   Yes_____   No_____

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