



# ADOPT-A-PRECINCT AGREEMENT

## This agreement applies to the following elections:

- Primary – Tuesday, August 30, 2016
- General – Tuesday, November 8, 2016

## Adopt-A-Precinct Agency agrees to:

1. Submit all forms by the corresponding deadline: Adopt-A-Precinct Agreement; Poll Worker Applications; Precinct Assignment Sheet; and W-9 form.
2. Provide a contact name and required number of registered Brevard County poll workers committed to participate in this project (approximately 10-16). Please Note: Size of precinct determines staffing requirements.
3. Attend **mandatory training** prior to each election. A minimum of 3 hours is required.
4. Agree that all poll workers will remain at the polling place until all voters are processed and all closing tasks are completed. \*If the polling hours are extended due to Court or Executive Order, the Adopt-A-Precinct Clerk will be notified of the mandated extended time. If this occurs all workers will be required to stay until the final closing.

## Elections Office agrees to:

1. Provide all required training, supplies, equipment and support.
2. Issue a check to the Organization, after the election, for the total amount based on number of positions filled by the Adopt-A-Precinct Agency. The check will be mailed within 3-4 weeks of the election. The Supervisor of Elections will coordinate a date with your Agency for an official check presentation.

***The Elections Office reserves the right to discontinue your participation in the Adopt-A-Precinct Program if terms of this agreement are not met.***

Adopt-A-Precinct Agency Name: \_\_\_\_\_

Check Made Payable to: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Designated Contact for Adopt-A-Precinct Program (please print): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Date: \_\_\_\_\_

*Our agency commits to sponsorship in the Adopt-A-Precinct program in Brevard County for the election(s) indicated above and acknowledges the requirements as an Adopt-A-Precinct Agency. Our designated contact will work with the Brevard County Elections Office to fulfill all obligations of this sponsorship to ensure compliance with Florida Election Law, and to provide quality services to the voters of Brevard County.*

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature of Adopt-A-Precinct Contact

\_\_\_\_\_  
Date Signed

## **MAIL - FAX - EMAIL COMPELTED FORM TO:**

Supervisor of Elections, P.O. Box 410819, Melbourne, FL 32941-0819

PHONE: (321) 690-6850

FAX: (321) 633-2130

EMAIL: pollworker@votebrevard.com

***\*Public Records: Per Florida Law, email addresses and/or phone numbers provided are public record.***