

RYAN RONCO
COUNTY CLERK-RECORDER-REGISTRAR OF VOTERS

LISA CRAMER
ASSISTANT COUNTY CLERK

STEPHEN AYE
ASSISTANT RECORDER-REGISTRAR



2956 RICHARDSON DRIVE
AUBURN, CA 95603

MAILING ADDRESS:
P.O. Box 5278
AUBURN, CA 95604

ELECTIONS OFFICE

530-886-5650 • Toll Free 800-824-8683 • Fax 530-886-5688

www.placerelections.com • election@placer.ca.gov

STUDENT POLL WORKER PROGRAM

INTRODUCTION

In August 1996, the State Legislature adopted a law (Assembly Bill No.1856) permitting high school students to serve as Clerks on poll worker precinct boards, provided they meet certain requirements. This bill encourages students to gain a greater awareness of the election process and voter rights. It also emphasizes the importance of participating in the electoral process, and gives students an opportunity to give back to their community while earning a little money. We would love to have you participate!

REQUIREMENTS

- At least 16 years of age and United States citizen as of the date of the election
- High school student in good standing
- Grade point average of at least 2.5 on a 4.0 scale
- **Ability to work the entire Election Day from 6:00 AM to approx. 9:00 PM**

DESCRIPTION OF DUTIES

- **Arrive at the polling place promptly at or before 6:00 AM on Election Day.**
- Assist with setting up the polling place (post signs, set up voting equipment, etc. as directed).
- Assist voters throughout the day, perform duties as assigned by the precinct Inspector.
- Assist with all aspects of closing the polls with the exception of handling voted ballots.

All workers **must** report to their assigned polling place at 6:00 AM on Election Day. With the exception of breaks and meals, **you are expected to remain at the polling place until all work is complete (usually until 9:00 PM).**

You will receive a check for \$100 six to eight weeks after the election **if you work for the duration of Election Day**. Training is required prior to the election for first-time workers, and you will be paid an additional \$25 if you attend. Your appointment letter (if selected to work) will give more information.

Before signing up for this program, carefully check your school and after-school activity schedules. You must also provide approval signatures from your teacher(s) and a parent or guardian to be eligible to serve. Please notify us as soon as possible if at any point you realize you cannot work. **It is extremely important that you arrive at your polling place promptly at 6:00 AM on Election Day and remain until closing tasks are complete.** The Elections Office, the other poll workers, and the voters are depending on you for a successful Election Day!

If you have any questions, please call 530-886-5650.

Sincerely,

Ryan Ronco
County Clerk-Recorder-Registrar of Voters

RYAN RONCO
COUNTY CLERK-RECORDER-REGISTRAR OF VOTERS

LISA CRAMER
ASSISTANT COUNTY CLERK

STEPHEN AYE
ASSISTANT RECORDER-REGISTRAR



2956 RICHARDSON DRIVE
AUBURN, CA 95603

MAILING ADDRESS:
P.O. Box 5278
AUBURN, CA 95604

ELECTIONS OFFICE

530-886-5650 • Toll Free 800-824-8683 • Fax 530-886-5688
www.placerelections.com • election@placer.ca.gov

STUDENT POLL WORKER PROGRAM APPLICATION

PLEASE NOTE: To qualify as a Student Clerk, you must make a firm commitment to remain at the polling place from 6:00 AM to approx. 9:00 PM on Election Day.

STUDENT INFORMATION

NAME: _____ DATE OF BIRTH: ____ / ____ / ____
FIRST MIDDLE INITIAL LAST M D Y

RESIDENCE ADDRESS: _____
NUMBER & STREET CITY STATE ZIP

MAILING ADDRESS: _____
(IF DIFFERENT) NUMBER & STREET CITY STATE ZIP

TELEPHONE: Cell: (____) _____ Home: (____) _____

EMAIL ADDRESS: _____

SCHOOL INFORMATION

NAME OF HIGH SCHOOL: _____

ADDRESS: _____

REFERRING INSTRUCTOR: _____

PHONE: (____) _____ CLASS: _____

DATE OF HIGH SCHOOL GRADUATION (M/D/YYYY): _____

(CONTINUED ON NEXT PAGE)

HOW WILL YOU GET TO YOUR ASSIGNED POLLING PLACE?

CAR BIKE BUS WALK RIDE WITH FAMILY/FRIEND

OTHER: _____

HOW FAR FROM YOUR HOME ARE YOU WILLING TO TRAVEL?

I AM WILLING TO TRAVEL UP TO _____ MILES.

HAVE YOU EVER SERVED AS A POLL WORKER IN ANOTHER COUNTY?

YES NO

IF YOU HAVE A PREFERENCE AS TO WHICH POLLING PLACE OR AREA YOU WOULD LIKE TO WORK, INDICATE HERE (ASSIGNMENT DEPENDS ON AVAILABILITY):

OTHER INFORMATION/COMMENTS: _____

I UNDERSTAND THAT I MUST MEET THE FOLLOWING REQUIREMENTS:

- At least 16 years of age as of the date of the election
- High school student in good standing
- Grade point average of at least 2.5 on a 4.0 scale
- Commitment to remain at the polling place from 6 AM to approximately 9 PM on Election Day

SIGNATURE

DATE

To apply: Please mail the completed application, signed Parent/Guardian Authorization form, and Instructor Authorization form to the Placer County Elections Office, PO Box 5278, Auburn, CA 95604 (a postage-paid return envelope is provided).

You may also scan and email it to placer_precincts@placer.ca.gov, or fax it to 530-886-5688.

RYAN RONCO
COUNTY CLERK-RECORDER-REGISTRAR OF VOTERS

LISA CRAMER
ASSISTANT COUNTY CLERK

STEPHEN AYE
ASSISTANT RECORDER-REGISTRAR



2956 RICHARDSON DRIVE
AUBURN, CA 95603

MAILING ADDRESS:
P.O. Box 5278
AUBURN, CA 95604

ELECTIONS OFFICE

530-886-5650 • Toll Free 800-824-8683 • Fax 530-886-5688
www.placerelections.com • election@placer.ca.gov

STUDENT POLL WORKER PROGRAM

Dear Parent or Guardian:

The Placer County Elections Office is recruiting high school students to serve as poll workers for the upcoming election(s).

Your son/daughter has shown an interest in participating, but in order to do so, he/she must have your permission. Poll workers must remain at the polling place (except during breaks) from 6:00 AM until 9:00 PM on Election Day. Depending on availability, students will be assigned to polling places as close to their home as possible. Students will be responsible for their own transportation to and from the polling place. They will receive \$100 for the day, plus an extra \$25 if they attend a training class. The check will be issued six to eight weeks after Election Day.

Serving our community and our county as a poll worker is a great learning experience. We hope you will allow your son/daughter to participate by signing the enclosed Parent/Guardian Authorization form. This form should be returned to this office with the student's application.

Thank you very much for your cooperation! If you need any further information or have any questions, please call 530-886-5650.

Sincerely,

Ryan Ronco
County Clerk-Recorder-Registrar of Voters

RYAN RONCO
COUNTY CLERK-RECORDER-REGISTRAR OF VOTERS

LISA CRAMER
ASSISTANT COUNTY CLERK

STEPHEN AYE
ASSISTANT RECORDER-REGISTRAR



2956 RICHARDSON DRIVE
AUBURN, CA 95603

MAILING ADDRESS:
P.O. Box 5278
AUBURN, CA 95604

ELECTIONS OFFICE

530-886-5650 • Toll Free 800-824-8683 • Fax 530-886-5688
www.placerelections.com • election@placer.ca.gov

ELECTION TITLE: _____ **ELECTION DATE:** _____

STUDENT POLL WORKER PROGRAM

PARENT/GUARDIAN AUTHORIZATION

(Student: Please have a parent/guardian complete and sign this page.)

Student's Full Name: _____

Address: _____ City: _____ Zip: _____

Mailing Address (if different): _____

Cell Phone: _____

Home Phone: _____

Student Signature

Parent/Guardian Signature

Print Name

Print Name

I, _____, hereby affirm that I am the parent or legal guardian of

_____, a minor (herein, "Child"), and hereby provide my consent for Placer County ("the County") to post a picture of my Child on the County's website in order to recognize his/her achievements as a student poll worker. I hereby grant to the County unlimited and unconditional permission to use, publish, and republish for the purposes of promotion, and to indemnify and hold the County and its officers, agents, employees, and affiliates harmless from any claim or demand, including reasonable attorney's fees, made by any third party arising out of the material submitted, or violation of any rights of another.

Parent/Guardian Signature

Date

ATTENTION STUDENT: Please return this signed form to the Elections Office with your application and give a copy to your school attendance clerk if needed for their file.

RYAN RONCO
COUNTY CLERK-RECORDER-REGISTRAR OF VOTERS

LISA CRAMER
ASSISTANT COUNTY CLERK

STEPHEN AYE
ASSISTANT RECORDER-REGISTRAR



2956 RICHARDSON DRIVE
AUBURN, CA 95603

MAILING ADDRESS:
P.O. Box 5278
AUBURN, CA 95604

ELECTIONS OFFICE

530-886-5650 • Toll Free 800-824-8683 • Fax 530-886-5688
www.placerelections.com • election@placer.ca.gov

ELECTION TITLE: _____ **ELECTION DATE:** _____

STUDENT POLL WORKER PROGRAM

TEACHER AUTHORIZATION

(Student: Please complete and have your teacher(s) sign this page.)

Your student, _____, has applied to serve as a Student Poll Worker for the above-titled election. He/she may be assigned to a polling place and, if so, will report there by 6:00 AM on Election Day and remain on-site (except for breaks) until 9:00 PM. If the student has your permission to be absent from class, please sign in the appropriate area below.

School: _____

Period 1 Signature: _____ Period 4 Signature: _____

Period 2 Signature: _____ Period 5 Signature: _____

Period 3 Signature: _____ Period 6 Signature: _____

Please call 530-886-5650 if you have any questions, and thank you for your support. We hope you are as proud of this student and their commitment to the community as we are!

ATTENTION STUDENT: Please return this signed form to the Elections Office with your application and give a copy to your school attendance clerk if needed for their file.

RYAN RONCO
COUNTY CLERK-RECORDER-REGISTRAR OF VOTERS

LISA CRAMER
ASSISTANT COUNTY CLERK

STEPHEN AYE
ASSISTANT RECORDER-REGISTRAR



2956 RICHARDSON DRIVE
AUBURN, CA 95603

MAILING ADDRESS:
P.O. Box 5278
AUBURN, CA 95604

ELECTIONS OFFICE

530-886-5650 • Toll Free 800-824-8683 • Fax 530-886-5688
www.placerelections.com • election@placer.ca.gov

ELECTION DAY REMINDERS

1. You represent the Placer County Elections Office. Wear comfortable, appropriate clothing and shoes, but no tank or halter tops, shorts, torn clothing, flip flops, or open toe shoes. No political or offensive slogans or buttons are allowed on you or your clothing. If the Inspector feels you are not dressed appropriately, he/she will request that you return home to change.
2. Members of the precinct board consist of the Inspector, Judge, and Clerks. The Inspector leads, supervises, and instructs the poll workers in opening and closing the polls and other tasks throughout the day.
3. **If assigned to a polling place, you must report there by 6:00 AM on Election Day. You must remain on-site (except for breaks) until all closing tasks are complete (approx. 9:00 PM).**
4. Food is not provided, so please make arrangements to bring your own snacks/meals.
5. No food or drinks are allowed on the precinct board table.
6. Be patient, helpful, and courteous with the voters, observers, and other poll workers.
7. Unless otherwise posted, there is no smoking at any polling place.
8. Only poll workers are allowed at the precinct board table.
9. After the polls close, students are allowed to assist with all aspects of closing with the exception of handling any VOTED/SCANNED ballots.
10. No internet capable devices, cells phones, or laptops are allowed at the precinct board table.
11. No electioneering (political campaigning) is allowed within one hundred feet of the polling place entrance. No newspapers, radios, TVs, or campaign literature are allowed in the polling place.

Thank you! Your participation is appreciated. Tell your friends what a great job you did, and come serve with us again! To participate in future elections, call 530-886-5650.