

ELECTION JUDGE APPLICATION

IF YOU ARE INTERESTED IN SERVING IN THE UPCOMING ELECTION(S)
PLEASE COMPLETE THIS APPLICATION IN FULL

The City of Sartell is recruiting qualified individuals to serve as Election Judges for the 2020 Primary and General Elections. You have previously served or have expressed an interest in helping the community by serving as an Election Judge. If you are still interested, please complete and return this form. If you no longer wish to serve, please fill in your name, check the last box in the "other information" section and return. Thank you.

Note: In the event you are selected to serve as an Election Judge, you will be required to attend a training class regarding the legal procedures, duties and responsibilities of being a judge. If appointed, official notification will be sent to you.

PERSONAL INFORMATION (Please print clearly)				
<i>Name</i>				
<i>Address</i>				
<i>City</i>		<i>State</i>		<i>Zip Code</i>
<i>E-Mail</i>	<i>Home Phone</i>	<i>Cell Phone</i>	<i>Work Phone</i>	
PARTY AFFILIATION				
DFL	Republican	Not Affiliated	Grassroots-Legalize	Legal Marijuana
ELECTION JUDGE QUALIFICATIONS				
1. Are you 18 years of age or older and a U.S. citizen? Yes No				
2. Do you read, write and speak English? Yes No				
3. Are you a candidate for or do you currently hold public or political party office? Yes No				
4. Are you a relative of any candidate for any of the offices on the ballot? Yes No				
If yes, state their name and relationship _____				
5. Do you have a relative who is also applying to be an Election Judge at this time? Yes No				
If yes, state their name and relationship _____				
OTHER INFORMATION				
I would like to work at the:				
Presidential Primary (March 3, 2020):		Primary (August 11, 2020):		General (November 3, 2020):
Are you able to work in any precinct? Yes No				
If no, which precinct or polling place do you prefer to work in? _____				
Do you have the physical capacity of working a 16 hour day? Yes No				
Are you interested in serving as a head judge? Yes No				
Are you interested in serving as a health care facility judge? Yes No				
Please remove my name from your list, I am NO longer available to serve.				

CHECK all that apply about yourself:

- Able to communicate clearly
- Detail-oriented
- Good math skills
- Fluent in a second language If so, what language(s) _____
- Impartial and fair
- Comfortable with serving a diverse population
- Able to function calmly and professionally in stressful situations

AFFIRMATIVE ACTION

The City of Sartell is an Affirmative Action Employer. It is our policy to provide equal employment opportunities to all. The City of Sartell does not discriminate on the basis of race, color, creed, religion, national origin, sex, sexual orientation, disability, age, marital status, status with regard to public assistance, or membership or activity in a local commission. Individuals are evaluated and selected on the basis of merit.

Please read the following carefully and sign this application if you agree to the following:

To ensure fair and honest election results, if selected to serve as an election judge, I will adhere to the following:

- I will arrive at my assigned polling place at the assigned time and remain until my assigned time or excused by the Head Judge.
- I agree to be courteous, respectful and to assist all voters regardless of national origin, physical challenge or efficiency in the English language.
- I agree to read and study the Polling Place Training Manual and any additional information. I will attend the Election Judge Training so that I am prepared to fulfill my assigned responsibilities to conduct the election according to federal, state and local election laws and policies.
- I understand that we are responsible for the security of election equipment and supplies and I will handle and monitor all such equipment and supplies exactly as instructed.
- I agree to complete all documentation required by federal, state and local election laws for my assigned position's responsibilities as accurately and completely as possible.
- I agree to report immediately to the Head Judge any malfunction or possible tampering of voting equipment, unusual or suspicious behavior occurring in the polling room or any other event or occurrence that may threaten the accurate gathering or sanctity of the vote.
- I will refrain from making personal and political opinion comments while serving as an election judge.
- I certify that all information I have provided on this application is correct and that I have not omitted any information. I understand that giving false information or omitting requested data may disqualify me from further consideration as an election judge or result in dismissal, if discovered at a later date.
- I authorize the City of Sartell to verify the information I have provided in this application.

Signature

Date

**Please return the completed application in the enclosed envelope
or by e-mail to: nicole@sartellmn.com**

ELECTION JUDGE

TENNESSEN WARNING

Pursuant to the Minnesota Government Data Practices Act, you have the right to know:

A. THE PURPOSE AND INTENDED USE OF THE INFORMATION COLLECTED

1. The information we collect about you is classified by law as either public (anyone can see the information), private (only you can see the information), or confidential (you cannot see the information).
2. The purpose and intended use of this is to aid the City of Sartell, as the election administrator, in determining your qualifications to serve as an election judge.
3. The information will also be used in deciding whether you will be offered a position as election judge and if so, where you will be assigned.

B. MAY YOU REFUSE OR ARE YOU LEGALLY REQUIRED TO SUPPLY THE INFORMATION WE ASK FOR? WHAT ARE THE CONSEQUENCES OF YOU SUPPLYING OR REFUSING TO SUPPLY THE INFORMATION?

1. You have the right to refuse to supply the information requested and there is no legal requirement that you provide the information requested.
2. If you supply the information requested, it will aid the City in deciding whether you meet the essential qualifications.
3. If you refuse to supply the information requested, your questionnaire will not be complete and, as such, may disqualify you.

C. WHO HAS ACCESS TO THE PRIVATE AND CONFIDENTIAL INFORMATION WE COLLECT ABOUT YOU?

1. Individuals in the Administration Office of the City of Sartell and, if appointed, the head judge of the polling place you are assigned to.
2. Individuals or agencies for which a state statute, federal law or the State Commission of Administration authorizes a new use or sharing of the information after you have been given this notice.

Unless otherwise authorized by state statute or federal law, government agencies with whom we share private or confidential information may also treat the information they receive as private or confidential.

Date

Signature