



BALLOT TRACKING FORM

ELECTION DATE: _____

CITY: _____ WARD / PRECINCT #: _____

USED BALLOTS – DISCREPANCIES FROM PACKS AS LABELED

- Ballots delivered in shrink-wrapped packs with quantity label on each
- Count individual blank ballots in pack, as each pack is opened
- **ONLY RECORD** packages with discrepancies (quantity on package label is different than the actual number counted)

QUANTITY ON PACKAGE LABEL	ACTUAL NUMBER COUNTED	DISCREPANCY (Plus or Minus)
TOTAL		

UNUSED BALLOTS

- **At close of polls:** Count remaining shrink-wrapped ballot packs and other unused ballots

Unopened Ballots (Add total quantity from unused package labels)

Other Unused Ballots (count all other unused ballots)

Total Number of Unused Ballots

GIVE COMPLETED FORM TO HEAD JUDGE AT CLOSE OF POLLS

HEAD JUDGE - RETURN COMPLETED WORKSHEET PER INSTRUCTIONS ON TOP OF BROWN BOX