



THE LIFE OF EARLY BALLOTS

PEOPLE, PLACES & PROCESS

- Ballot Processing Facility**
Secured facility which requires swipe key for entry. All employees and visitors must be pre-approved and signed in.
- Ballot Room**
Locked storage for all ballots in our possession. Access limited to bipartisan teams. Only assigned supervisors have access to keys.

- Pima County Recorder's Office**
Manages and processes early election ballots.
- Pima County Election Department**
Manages election day voting and counting of ballots.
- Bipartisan Teams**
Integrity during milling, scanning & bundling.
- Signature Verifiers**
Trained in forensic signature verification.
- Ballot Curing Team**
Specially trained to resolve any problems with your ballot.

1 Receiving

Ballots are processed by the US Postal Service, right here in Tucson!

Bipartisan Teams pick up the mailed ballots at the local Post Office, and bring them to the Ballot Processing Facility.

2 Envelope Milling

Bipartisan Teams open Return Envelopes to remove the Ballot Affidavit Envelopes.

We do not open Ballot Affidavit Envelopes.

The actual Ballots remain sealed inside the Affidavit Envelope throughout the signature verification process.

3 Scanning

Ballot Affidavit Envelopes have a unique bar code to associate it with an individual voter's record.

Once scanned, we can make sure that only one ballot is accepted per voter.

Status Updates are sent via text or email to voters.

Second Checking

The second checker either accepts the signature,

or

if the signature still can't be verified it is sent to the Ballot Curing Team.

If the first verifier cannot confirm the signature's authenticity, they will take it to a more experienced checker.

Verified!

Status updates are sent via text or email to voters.

4 Signature Verification

Trained signature verifiers compare the signature on the Ballot Affidavit Envelope with signatures in the Voter's file.

Ballot Curing

Multiple attempts are made to contact voters to fix problems with their ballots. We reach out via USPS mail, email, phone and text.*

5 Bundling

Rosters are made to keep track of which signature verifier approved each Affidavit, and a Bipartisan Team confirms that the roster matches what is in the Ballot Tray.

Once confirmed, the Ballot Affidavit Envelopes are bundled with their accompanying rosters.

6 Physical Turnover

The Ballot Trays are wheeled to the Elections Department and they take custody of the Ballot Affidavit Envelopes with the ballot inside.

Status Updates are sent via text or email to voters.

Ready for counting!

*In the 2022 General Election, less than .14% ballots were rejected for various reasons.