



# Ballot Box Transfer

## Early Voting Chain of Custody Record

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Election: <i>General + Joint 2024</i>	Blue Ballot Box Asset Tag: <i>BBBX0042</i>	Departure Date: <i>10-25-24</i>
		Time: <i>10:10</i> AM/PM
Vote Center #: <i>E3921</i>	VC Name: <i>Seagoville</i>	Arrival Date: <i>10-25-24</i>
		Time: <i>11:30</i> AM/PM

**Section 1 – Completed by Ballot Box Transfer Team**

If **NO FULL** Blue Ballot Boxes in vehicle, all Ballot Box Transfer Team members enter Vote Center

If **FULL** Blue Ballot Box in vehicle, 1 team member enters Vote Center, 1 remains with vehicle

**Upon entering the Vote Center, locate the Presiding Election Officer (PEO), show them your badge & tell them you're here to collect the full Blue Ballot Box & deliver an empty Blue Ballot Box**

**Section 2 – Completed at Vote Center (check each item as it is completed)**

<input checked="" type="checkbox"/>	PEO: Record the <b>Public Count</b> that is currently shown on Vote Tabulator <span style="color: red;">→</span>	<i>1334</i>
<input checked="" type="checkbox"/>	Key Custodian: Locate Door #1 on Vote Tabulator, remove red padlock using small key	Unlocked Padlock # <i>63</i>
<input checked="" type="checkbox"/>	PEO: Unlock and open Door #1 using red tab key	
<input checked="" type="checkbox"/>	PEO: Close lid flaps on the full Blue Ballot Box and remove the box from Vote Tabulator	
<input checked="" type="checkbox"/>	PEO: Look inside Door #1, retrieve any voted ballots that fell outside Ballot Box, and place inside Ballot Box	
<input checked="" type="checkbox"/>	Key Custodian: Lock the yellow lock on the full Blue Ballot Box using yellow key	
<input checked="" type="checkbox"/>	PEO: Lock silver lock on the other end of the full Blue Ballot Box using red tab key	
<input checked="" type="checkbox"/>	PEO: Open replacement Blue Ballot Box, inspect & verify it is empty, then close lid flaps	
<input checked="" type="checkbox"/>	PEO: Place empty replacement Blue Ballot Box inside Door #1 of the Vote Tabulator and open lid flaps	
<input checked="" type="checkbox"/>	PEO: Re-lock Door #1 using the red tab key	
<input checked="" type="checkbox"/>	PEO: Place red padlock on Door #1 & lock; <i>if padlock replaced, record new padlock # if padlock NOT replaced, write "N/A"</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	PEO: Place a Blue Zip Seal on one end of the full Blue Ballot Box & record seal #	<i>00025258</i>
<input checked="" type="checkbox"/>	PEO: Place a second Blue Zip Seal on the other end of full Blue Ballot Box & record seal #	<i>00025259</i>
<input checked="" type="checkbox"/>	PEO: Release the sealed full Blue Ballot Box to the Ballot Transfer Team	

Key Custodian	Print <i>Eugenia Castaneda</i>	Signature <i>eugenio</i>	Date: <i>10/25/24</i>
			Time: <i>11:44</i> AM/PM
Presiding Election Officer	Print <i>Kimberly Walker</i>	Signature <i>Kimberly Walker</i>	Date: <i>10/25/24</i>
			Time: <i>11:44</i> AM/PM

<input checked="" type="checkbox"/>	Remove Pink copy of this form and hand over to Key Custodian
<input checked="" type="checkbox"/>	Remove Yellow copy of this form and place in Blue Document Bag
<input checked="" type="checkbox"/>	Hand over White copy of this form to Ballot Box Transfer Team

**Section 3 – Completed at Central Count Station**

<input checked="" type="checkbox"/>	Verify Blue Zip seal numbers on the full Blue Ballot Box match Blue Zip seal numbers listed in Section 2.		
Ballot Box Transfer Team Member	Print <i>HARRIS</i>	Signature <i>[Signature]</i>	Date/Time <i>10/25/24 2:27pm</i>
Central Count Personnel	Print <i>Michelle Lee</i>	Signature <i>[Signature]</i>	Date/Time <i>10/25/24 2:27pm</i>



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# Ballot Box Transfer Early Voting Chain of Custody Record

Election: <b>General Joint</b>	Blue Ballot Box Asset Tag: <b>BBBX 1327</b>	Departure Date: <b>10-31-24</b> Time: <b>8:30</b> AM/PM
Vote Center #: <b>E3921</b>	VC Name: <b>Seagoville City Hall</b>	Arrival Date: Time: AM/PM

### Section 1 – Completed by Ballot Box Transfer Team

If **NO FULL** Blue Ballot Boxes in vehicle, all Ballot Box Transfer Team members enter Vote Center

If **FULL** Blue Ballot Box in vehicle, 1 team member enters Vote Center, 1 remains with vehicle

Upon entering the Vote Center, locate the Presiding Election Officer (PEO), show them your badge & tell them you're here to collect the full Blue Ballot Box & deliver an empty Blue Ballot Box

### Section 2 – Completed at Vote Center (check each item as it is completed)

<input type="checkbox"/>	PEO: Record the <b>Public Count</b> that is currently shown on Vote Tabulator	<b>2767</b>
<input type="checkbox"/>	Key Custodian: Locate Door #1 on Vote Tabulator, remove red padlock using small key	Unlocked Padlock # <b>63</b>
<input type="checkbox"/>	PEO: Unlock and open Door #1 using red tab key	
<input type="checkbox"/>	PEO: Close lid flaps on the full Blue Ballot Box and remove the box from Vote Tabulator	
<input type="checkbox"/>	PEO: Look inside Door #1, retrieve any voted ballots that fell outside Ballot Box, and place inside Ballot Box	
<input type="checkbox"/>	Key Custodian: Lock the yellow lock on the full Blue Ballot Box using yellow key	
<input type="checkbox"/>	PEO: Lock silver lock on the other end of the full Blue Ballot Box using red tab key	
<input type="checkbox"/>	PEO: Open replacement Blue Ballot Box, inspect & verify it is empty, then close lid flaps	
<input type="checkbox"/>	PEO: Place empty replacement Blue Ballot Box inside Door #1 of the Vote Tabulator and open lid flaps	
<input type="checkbox"/>	PEO: Re-lock Door #1 using the red tab key	
<input type="checkbox"/>	PEO: Place red padlock on Door #1 & lock; <i>if padlock replaced, record new padlock # if padlock NOT replaced, write "N/A"</i>	
<input type="checkbox"/>	PEO: Place a Blue Zip Seal on one end of the full Blue Ballot Box & record seal #	<b>00014718</b>
<input type="checkbox"/>	PEO: Place a second Blue Zip Seal on the other end of full Blue Ballot Box & record seal #	<b>00014717</b>
<input type="checkbox"/>	PEO: Release the sealed full Blue Ballot Box to the Ballot Transfer Team	

Key Custodian	Print <b>Scott T. Forster</b>	Signature 	Date: <b>10/31/24</b> Time: <b>9:25</b> AM/PM
	Presiding Election Officer	Print <b>Kimberly Wecker</b>	Signature 
			Date: <b>10-31-24</b> Time: <b>9:25</b> AM/PM

<input type="checkbox"/>	Remove Pink copy of this form and hand over to Key Custodian
<input type="checkbox"/>	Remove Yellow copy of this form and place in Blue Document Bag
<input type="checkbox"/>	Hand over White copy of this form to Ballot Box Transfer Team

### Section 3 – Completed at Central Count Station

<input checked="" type="checkbox"/>	Verify Blue Zip seal numbers on the full Blue Ballot Box match Blue Zip seal numbers listed in Section 2.		
Ballot Box Transfer Team Member	Print <b>George Jones</b>	Signature 	Date/Time <b>10-31-24 10:26am</b>
Central Count Personnel	Print <b>M. Lee</b>	Signature 	Date/Time <b>10/31/24 10:55A</b>

White – Central Count Station

Yellow – Presiding Election Officer

Pink- Key Custodian