

# ELECTION DAY CHECKLIST FOR POLL WORKERS



- 1 Confirm that you have your assignment** and know when and where you are supposed to show up on Election Day! If you're assigned to a location you haven't been to before, make sure you know how to get there. Take into account that your shift will likely start very early in the morning, which may affect how you can get there.
- 2 Set your alarm and don't hit the snooze button!** Make a plan to arrive at your assigned polling location early. If you're late, that could mean your polling doesn't open on time, causing issues for voters, so be sure you set an extra alarm.
- 3 Pack for a full day!** Make sure you've got everything you need for the day - whether that's snacks, water, medications, phone charger, comfortable shoes, an extra layer of clothes, a book to read when it's slow - or all of the above.
- 4 Save any important phone numbers and other contact information provided by your local elections office.** This will help if you have trouble arriving for your assignment (like showing up late or at an incorrect location) or if problems arise throughout the day. Be ready to report problems at your polling location through the proper chain of command.
- 5 Local election protection numbers may be busy.** Here is a list of back-up numbers to keep handy from the national, nonpartisan Election Protection coalition.
  - ENGLISH: 866-OUR-VOTE (866) 687-8683
  - SPANISH/ENGLISH: 888-VE-Y-VOTA (888) 839-8682
  - ASIAN LANGUAGES/ENGLISH: 888-API-VOTE (888) 274-8683
  - ARABIC/ENGLISH: 844-YALLA-US (844) 925-5287
- 6 Brush up on your official training** resources so you are as prepared as you can be. If you were given written materials, it can't hurt to bring them with you either printed out or saved on your phone.



[www.powerthepolls.org](http://www.powerthepolls.org)

*Note: These are supplemental resources and are not intended to take the place of any official poll worker training or resources that your elections office provides. Rules and laws vary from place to place, so for any specific questions related to your service as a poll worker or the rules and resources in your jurisdiction, always defer to your local elections office.*