



JAMIE SHEW
DOUGLAS COUNTY CLERK
1100 Massachusetts
Lawrence, KS 66044

Marni Penrod-Chief Deputy Clerk
Heather Dill-Deputy Clerk Elections

Dear Douglas County Election Workers,

We have developed the training schedule for the upcoming 2016 General Election (November 8, 2016), with numerous training sites and dates available. New poll workers are welcome to attend other sessions before their own focused training. Please review the following schedule to see what time slot and location works best for you. If you are unable to attend one of these trainings please contact our office as soon as possible. **Your assignment is enclosed with this training schedule.**

- **Monday, October 17, 2016**
Lecompton City Hall, 327 Elmore St., 9:00AM-12:00 PM
- **Tuesday, October 18, 2016**
Eudora City Hall, 4 E. 7th St., Eudora, 1:00-4:00 PM
- **Wednesday, October 19, 2016**
Baldwin City Library, 800 7th St., Baldwin City, 9:30-12:30 PM
- **Thursday, October 20, 2016**
Lawrence Hotel & Convention Center, 200 McDonald Dr., Lawrence, 9:00AM-12:00 PM
Lawrence Hotel & Convention Center, 200 McDonald Dr., Lawrence, 1:30-4:30 PM
Lawrence Hotel & Convention Center, 200 McDonald Dr., Lawrence, 6:00-9:00 PM
- **Saturday, October 29, 2016 New Workers**
Douglas County Courthouse, 1100 Massachusetts St., Commissioners Room, 9:00AM-1:00 PM

Want “hands on” time with the voting equipment, including the Knowink Pollpads?

This is an opportunity to brush up on your equipment knowledge. These are not full trainings or required prior to Election Day, but provide an additional time to learn about the elections equipment.

- **Monday, October 17th – Friday, October 21st, 10:00 AM, Douglas County Clerk’s Office**

Just show up for the training (please be on time) for a quick equipment walk-through.

Public Test

The public test of elections equipment will be Thursday November 3rd, 9:00 AM-12:00 PM (or when finished) at the Douglas County Fairgrounds, Dreher Building Basement. We need your help with this test; the more people we have, the faster it will go and the more practice you can get. If you can come, please just show up and be sure you sign the roster so you can be paid.

Note

If you are a new poll worker, or have changed your name on your Social Security card, and you have not submitted a photocopy of your Social Security card to Julie Ybarra, Election Worker Coordinator (832-5182), please do so as soon as possible. You won’t be able to be paid until we receive this information.