

Vote Center Application

Please review the minimum requirements for using your site as a vote center:

- A room that is at least 1000 sq ft in size.
- Access to the site from 7:00 a.m. to 6:00 p.m. three days prior to Election Day. In some cases, we may need access ten days prior to Election Day.
- Voting hours are from 8:00 a.m. to 5:00 p.m. on days prior to Election Day.
- Access to the site from 6:00 a.m. to 9:30 p.m. on Election Day.
- Voting hours are from 7:00 a.m. to 8:00 p.m. on Election Day.
- Access to the site before and after voting days for poll worker set-up and break down.
- Access to restrooms for poll workers.
- Access to multiple electrical outlets for voting equipment (minimum of 5 electrical duplex).
- Appropriate interior lighting to accommodate poll workers and voter needs.
- Appropriate exterior lighting to accommodate safe travels to and from the vote center.
- If the site is within a gated area, the gates must remain open during voting hours.
- Although not required, if you are able to, please provide tables and chairs.
- Ability to secure/lock room where voting equipment is set up and stored during non-voting hours.

Date:

Vote Center Name (for example “Trinity Church,” “Mira Mesa Rec Center”):

Vote Center Address:

Vote Center Phone Number:

Vote Center Contact Person:

Vote Center Contact Person Phone Number(s):

Vote Center Contact Person Email Address:

Emergency Contact Person (after business hours / weekend hours):

Emergency Contact Person Phone Number(s) (after business hours / weekend hours):

Vote Center Owner:

Vote Center Owner Mailing Address:

Do you have a lockable room that is at least 1,000 square feet? Yes No Unsure

Does the room have at least five duplex outlets on different circuits? Yes No Unsure

Can you provide at least 8 rectangular tables and 12 chairs? Yes No

How many parking spaces are you able to provide for poll workers and voters? _____

Please check one box:

Vote center will be available free of charge.

Vote center will be paid \$100 per voting day.

Payment will be by check from the County of San Diego. The check should be made out to:

Comments / Questions:

Please send your application:

Email: votecenters@sdcounty.ca.gov

Fax: 858-505-7294

Mail: Registrar of Voters, Maps and Polls, P.O. Box 85656, San Diego, CA 92186-9504

We appreciate the use of your facility as a vote center, but sometimes we don't need all the places offered to us. Someone from the County of San Diego Registrar of Voters office will contact you when we need to use your site. Thank you.