POLL WORKER GUIDELINES

Karen S. Krauss, Supervisor of Elections
Sumter County, Florida

- The services provided by poll workers are essential to the election process. Poll workers are helpful and courteous at all times.
- The Clerk is in charge of the polling location. **This position requires minimal computer experience**. The poll worker coordinator will contact you regarding assignments at the polls.
- New applicants may be assigned as alternate poll workers. Alternates could be called upon to work at any time prior to Election Day and sometimes on election morning. Therefore, it is important that every alternate be prepared for a last minute call!
- Poll workers are paid only if they work an election. Prior to **EVERY** election, poll workers and alternates must attend training as **required by Florida Law**. (F.S. 102.014). Poll workers are expected to pass minimum competency requirements to work.
- On Election Day you must report to your assigned polling location no later than 6:00 a.m. Parking spaces adjacent to polling places should be left for voters. The polls close at 7:00 p.m. and everyone is required to work the full day. No one is released until all election board tasks are completed, and the Clerk authorizes the dismissal.
- Proper attire (business casual) is required. Poll workers shall not wear any jewelry, buttons, pins, etc., that suggest political party affiliation or promote a candidate or any issue on the ballot.
- Poll workers shall not make any partisan statements or remarks while working at the polls or engage in conversation involving the personal business of the voter to other poll workers.
- Everyone should come prepared to spend a **full** day, **bringing lunch, supper and any other necessities** such as **medicine**, etc. No one may leave the polling place during the day. If you must leave for any reason you can **NOT** return.
- Smoking is not permitted by poll workers within or near the entrance to the polling facility.
- Poll workers **must** follow Florida Laws and Supervisor of Elections instructions exactly. The precincts **must** be run the way you are instructed not by anyone else's opinion.

If you have any questions,
please call Christie Kelley, Poll Worker Coordinator (352) 569-1540

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