

Gwen L. McFarlin, Chair
Alex M. Triantafilou
Charles H. Gerhardt III
Joseph L. Mallory
Sherry L. Poland, Director
Alexander F. Linser, Deputy Director

Board of Elections
HAMILTON COUNTY OHIO



4700 Smith Road
Cincinnati, OH 45212
513 632-7000
Fax 513 579-0988 or 744-9038
VoteHamiltonCountyOhio.gov

devoted to service

A Hamilton County Board of Elections partnership program with nonprofit organizations.

August 21, 2023

Thank you for your interest in participating in the **DEVOTED TO SERVICE** program, a partnership between the Hamilton County Board of Elections (Board) and local nonprofit organizations to recruit poll workers and raise money through service.

Through the program, volunteers and patrons that sign up online to work at a polling location this **November 7th, 2023**, will donate their Election Day pay to a qualifying organization as a charitable contribution. The base pay for a poll worker in Hamilton County is \$181.50 for each election; 5 poll workers could raise \$907.50!

Who can join? To qualify to work the polls, interested participants must:

- Be a registered and active voter in Hamilton County
- Be a United States Citizen
- Be able to speak, read and write fluently in the English language
- Be comfortable using electronic technology
- NOT be a candidate for any office to be voted on at the polling place at that election
- NOT be a convicted Felon

Interested organizations must be a registered as a Hamilton County Vendor. This informational packet contains:

1. Organization Enrollment form – provides the Board with contact information on your organization
2. Payment Designation Form – affirms the poll worker is donating their pay to a qualifying organization
3. Vendor Registration form
4. Signup sheet for volunteers who pledge to participate

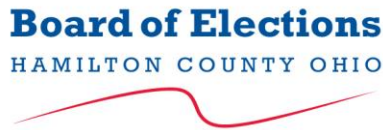
The deadline to return these materials is **October 23rd, 2023**, so that your members can be assigned to a polling location and for a training class for the upcoming Tuesday, **November 7th, 2023**, General Election.

Please call or email if you have questions about the program, we are looking forward to a success partnership with your nonprofit organization.

Raquel D. Burgos

Elections Administrator
Raquel.Burgos@boe.hamiltoncountyohio.gov
513-632-7066

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Organization Enrollment Form

Organization Name Here:

Contact Person:

Date: _____

Name _____

Email _____

Phone _____

Contact 2:

Name _____

Email _____

Phone _____

(name of organization) agrees to participate in the recruitment of its volunteers to work as poll workers for the Hamilton County Board of Elections. These volunteers agree to donate their Election Day pay to (name of organization).

Each volunteer who signs up through (organization name) is required to:

- Attend a poll worker training class (several dates/times offered)
- Go to a Monday Night Set Up (11/6/23) at their assigned polling location from 7-9 PM (the day before the election)
- Work on Tuesday, Election Day (11/7/23) from 5:30 AM until about 8:30 PM.
- Complete a Payment Designation form authorizing the Board of Elections to pay your organization directly for their service.

Please return this sheet along with the enclosed member Signup sheet by email to:

Raquel D. Burgos, Elections Administrator

Raquel.Burgos@boe.hamiltoncountyohio.gov

(513) 632-7066

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Payment Designation Form

November 7th, 2023, General Election

Name of organization: _____

Address: _____

Email: _____

Phone: _____

Requirements:

- Registered to vote in Hamilton County, or at least 17 years old **and** a high school student
- Be a United States Citizen
- Be able to speak, read and write fluently in the English language
- Be comfortable using electronic technology
- NOT be a candidate for any office to be voted on at the polling place at that election
- NOT be a convicted Felon

Participation includes:

- Attending a 4-hour training session (several dates & times offered)
- Monday Night Set Up the day before the election from 7-9 PM
- Working on Tuesday, Election Day from 5:30 AM to about 8:30 PM
- Earn \$181.50 base pay for attending Training, Monday Night Meeting, Tuesday Election Day
- Encouraged to use #devotedtoservice across all social media platforms!

I hereby designate my Election Day poll worker pay from the Hamilton County Board of Elections be paid directly to:
_____. I understand that I will not receive any individual compensation for working as a poll
worker.

Signature _____ Date _____

Printed name _____

Return this form with your confirmation materials by mail no later than **October 23rd, 2023**.

VENDOR NUMBER _____
(County use only)



County of Hamilton

DUSTY RHODES
AUDITOR
COUNTY ADMINISTRATION BUILDING
138 EAST COURT STREET
CINCINNATI, OHIO 45202

VENDOR REGISTRATION FORM (Substitute Form W-9)

PLEASE SUBMIT THIS FORM TO THE AGENCY WITH WHICH YOU DO BUSINESS

VENDOR INFORMATION - PLEASE PRINT

Company Name: _____	Individual's Name: _____
Taxpayer ID: FEIN: _____	SSN: _____

Mailing Address
(Street/P.O. Box, City, State & Zip): _____

Contact Name: _____ Phone# (____) _____ - _____
Fax# (____) _____ - _____

Remittance Address
(Street/P.O. Box, City, State & Zip): _____

Contact Name: _____ Phone# (____) _____ - _____
Fax# (____) _____ - _____

Type of Business: Agency Corporation Employee Federal Agency
 State Agency Local Government Partnership Proprietorship
 Self
 Other – Please Explain: _____
 Independent Contractor – OPERS Reportable Job Title: _____

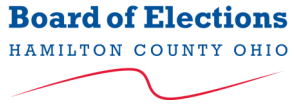
Small Business? Yes No

I hereby certify that the information supplied herein is true and correct and I am a U.S. person (including a U.S. resident alien).

Signature of person filling out this form

Date

FOR COUNTY USE ONLY		
This Vendor should be added to Hamilton County's list of authorized vendors.		
_____ Authorized Signature	_____ Department Number	_____ Date



devoted to service

Sign up to work as a poll worker for the upcoming election and donate your pay to: _____ Date posted: _____

Name of participating nonprofit organization

Name	Address	Cell phone	Email
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____
10. _____	_____	_____	_____
11. _____	_____	_____	_____
12. _____	_____	_____	_____
13. _____	_____	_____	_____
14. _____	_____	_____	_____
15. _____	_____	_____	_____
16. _____	_____	_____	_____
17. _____	_____	_____	_____
18. _____	_____	_____	_____
19. _____	_____	_____	_____
20. _____	_____	_____	_____