

State of Wisconsin \ Government Accountability Board

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DATE: March 3, 2016

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Wisconsin County Clerks
Milwaukee County Election Commission

FROM: Michael Haas
Elections Division Administrator
Government Accountability Board

Peter James
WisVote Specialist

SUBJECT: WisVote Checklist I for the 2016 Spring Election and Presidential Preference Vote

WisVote Checklist I for the April 5, 2016 Spring Election and Presidential Preference is now available. The Checklist contains pre-election tasks.

Please review the document carefully and thoroughly. This is the best source of information regarding WisVote related election cycle tasks and information, including the following items:

- Reviewing the Election Plan for this election.
- Reviewing contests created by WisVote and adding Referenda contests.
- Entering candidates.
- Tracking UOCAVA absentee ballots.
- Entering open and late period voter registrations.
- Printing Poll Books