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1898 E. Burleigh Blvd. * P.O. Box 457, Tavares, FL 32778 * P 352-343-9734 * F 352-343-3605 * E hays@lakevotes.gov

Election Preparation Report F.S. 100.032 August 23, 2022 Primary Election

Early Voting

Site/Locations:	(12) Total
Hours:	10:00 AM – 6:00 PM (10 days/ 8 hours) August 11 th – August 23 rd
Standard Staffing:	Each Site - (1) Clerk, (1) Assistant Clerk, (1) Technician, (4) Inspectors, (1) Deputy, (6) Alternates trained as backups
Election Equipment per Site:	(2) Ballot Counting Systems (1) Accessible Voting System (3) Voter Check-in Systems (minimum number) (3) Ballot Printers (20) Voting Booths
In Office:	(6) Phone Bank Specialist Per Day (1) Technical Phone Bank Specialist Per Day (2) Election Part-Time Staff (19) Election Full-Time Staff

Election Day

Site/Locations:	85 Polling Locations; 91 Election Day Precincts
Hours:	7:00 AM – 7:00 PM (1 day/ 12 hours)
Standard Staffing:	Each Polling Place - (1) Clerk, (1) Assistant Clerk, (1) Technician, (4) Inspectors, (1) Deputy, (12) Alternates trained as backups
Election Equipment per Site:	(1) Ballot Counting System, if ≤ 5,000 voters; (2) systems if > 5,000 voters (1) Accessible Voting System (Variable Quantity) Voter Check-in Systems based on 2020 Voter Participation (Variable Quantity) Voting Booths based on voter registration statistics
In Office:	(6) Phone Bank Specialist Per Day (2) Technical Phone Bank Specialist Per Day (2) Election Part-Time Staff (18) Election Full-Time Staff

Post-Election

In Office:	Utilize 4 – 6 Election Office Full-Time Staff for Post-Election Voting System Audit
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OUR COMMITMENT

Voter Confidence
 Excellent Service
 Accurate & Efficient Elections
 Responsible Financial Stewardship



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Election Preparation Report F.S. 100.032 November 8, 2022 General Election

Early Voting

Site/Locations:	(12) Total
Hours:	10:00 AM – 6:00 PM (13 days/ 8 hours) October 25 th – November 5 th
Standard Staffing:	Each Site - (1) Clerk, (1) Assistant Clerk, (1) Technician, (4) Inspectors, (1) Deputy, (6) Alternates trained as backups
Election Equipment per Site:	(2) Ballot Counting Systems (1) Accessible Voting System (3) Voter Check-in Systems (minimum number) (3) Ballot Printers (20) Voting Booths
In Office:	(6) Phone Bank Specialist Per Day (1) Technical Phone Bank Specialist Per Day (2) Election Part-Time Staff (19) Election Full-Time Staff

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