

**ABSENT VOTER BALLOT DROP BOX COLLECTION**

Use this form to track the date, time (optional), and location of AV application and ballot collection from your jurisdiction’s AV ballot drop boxes, as well as the name of the individual who collected AV applications and ballots. Remember, beginning 75 days before an election, you must regularly perform compliance inspections. Beginning 35 days prior to the election, you must empty drop boxes each day the clerk’s office is open for business. Regular visits to empty drop boxes and perform compliance inspections are recommended prior to the mandatory period of inspection and collection. All AV ballots collected from a secure drop box must be transported within an approved ballot container, but the ballot container does not need to be sealed. Secure drop boxes must be accessible 24 hours per day during the 40 days prior to an election and until 8pm on Election Day.

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| **DATE** | **TIME****(Optional)** | **LOCATION OF DROPBOX** | **NAME** | **APPLICATIONS COLLECTED?** | **BALLOTS COLLECTED?** |
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