

# Election Preparation Report F.S. - 100.032

Supervisor of Elections  
Shirley Green Knight  
Gadsden County

16 S. Madison Street, Quincy, Florida 32351  
Phone: 850-627-9910 Fax: 850-627-6144

Website: <http://Gadsden.SupervisorofElections.com>  
Email: [info@gadsdensoe.com](mailto:info@gadsdensoe.com)

## **August 28, 2018 Primary Election**

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### EARLY VOTING

Sites/Locations: (4) total

Hours: (13 days) Monday – Friday: 9:00 am - 6:00 pm  
Saturdays & Sunday: 8:00 am - 4:00 pm

Standard Staffing: (1) Clerk, (3-4) Inspectors & (1) Deputy

Election Equipment Per Site: (1) DS200 Tabulator, (1) Automark ADA, (2) Evids,  
(1-2) Ballot on Demand Printers & (5-20) Voting Booths

In Office: Supervisor of Elections, (4) Full-time Employees &  
(2) Part-time Employees

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### PRECINCT ELECTION DAY VOTING

Sites/Locations: (25) total

Hours: (1) day Tuesday: 7:00 am – 7:00 pm

Standard Staffing (1) Clerk, (0-1) Assistant Clerk, (4-12) Inspectors & (1) Deputy

Election Equipment Per Site: (1) DS200 Tabulator, (1) Automark ADA, (1-2) Evids,  
& (5-20) Voting Booths

In Office: Supervisor of Elections, (4) Full-time Employees &  
(2) Part-time Employees

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### POST ELECTION

Site/Location: (1) –Supervisor of Elections office

Hours: Standard office hours

Standard Staffing: (4) Full-time Staff & (2) Part-time Staff

In Office: Reconciliation of Voter History, Manual Audit & Voter Registration

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## **November 6, 2018 General Election**

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### EARLY VOTING

Sites/Locations: (4) total

Hours: (14 days) Monday – Friday: 9:00 am-6:00 pm  
Saturdays & Sundays: 9:00 am – 5:00 pm

Standard Staffing: (1) Clerk, (3-4) Inspectors & (1) Deputy

Election Equipment Per Site: (1) DS200 Tabulator, (1) Automark ADA, (2) Evids,  
(1-2) Ballot on Demand Printers & (5-20) Voting Booths

In Office: Supervisor of Elections, (4) Full-time Employees &  
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