

**SANTA CRUZ COUNTY
NOVEMBER 8, 2022
GENERAL ELECTION**

**POLITICAL PARTY
AND PUBLIC
OBSERVER POLICY**

Thank you for your interest in Santa Cruz County Elections. Santa Cruz County is authorized to develop these local procedures¹ to provide clear guidelines for political party observers and members of the public who desire to observe election processes in Santa Cruz County and ensure that the voting process is not disturbed.

This local policy is based on the Arizona Constitution and state law, including the 2019 State Elections Procedures Manual (“EPM”), which has the force and effect of law.² This policy is designed to provide general information about the roles of observers, both political party observers and members of the public. It is not exhaustive – any observer must follow any instructions given by County staff or election workers.

This policy is not rendering legal advice and is not a substitute for legal counsel for the individual or organization using it.

If you have any questions or concerns, please contact Santa Cruz County Elections Department at (520) 375-7808 or (520) 375-7636.

¹ State Election Procedures Manual (“EPM”) at 139.

² See A.R.S. § 16-452.

SECTION I. POLITICAL PARTY APPOINTMENT PROCESS

A. Who is a political party observer?

A political party observer (representative) is a person who is appointed, in writing, by the party county chairman of a political party that is represented on the ballot to observe at voting locations and other authorized election processes, where permitted by Santa Cruz County (the “County”).³

B. How can I be appointed as a political party observer?

This is an internal political party process and not a state or county function. Please contact your political party for more information.

C. What information is required by state law to present to the County as an appointed political party observer?

Early Voting

The county chair⁴ (or designee) of the party must submit the names of specific political party observers to the Santa Cruz County Recorder by email in advance of observation by October 11, 2022.⁵ A party observer must obtain the political party letter of appointment⁶ with the signature of the appointing authority to provide to the County Recorder for access to early voting sites. This serves as the official written credential necessary for a party observer to conduct observation at designated locations and must be provided, along with identification, to the appropriate election official upon entering the voting location, the County Recorder’s Office, Central Counting Place, or any other location where the County permits observation. If all these requirements are satisfied, the party observer is properly credentialed for Early Voting observation.

Election Day/Central Counting Place Operations

The county chair of the party must submit the names of specific political party observers to the Santa Cruz County Elections Director in writing (in hard copy or electronically) in advance by observation by November 1, 2022. For access to polling locations on election day and activities at the Central Counting Place, a party observer must submit to the Elections Director an original and complete “*Santa Cruz County Elections Department Request for Appointment of Political Observer*” form.⁷ This serves as the official written credential necessary for a party observer to conduct observation at designated locations and must be provided, along with identification, to the appropriate election official upon entering a voting location, County Recorder’s office, Central Counting Place, or any other location where the County permits observation. If all these

³ A.R.S. § 16-590(A), EPM at 139.

⁴ The state political party chair may appoint if no county political party officer can make the appointment. EPM at 139.

⁵ A.R.S. § 16-590(A). See Attachment 1: Political Observer Protocol and Guidelines for Early Voting Sites and Early Ballot Drop Off Boxes.

⁶ The appointment letter or form cannot be from a candidate or candidate’s agent.

⁷ EPM at 139. See Attachment 2 for copy of Elections Department observer form. The appointment letter or form cannot be from a candidate or candidate’s agent.

requirements are satisfied, the party observer is properly credentialed for Election Day and/or Counting Center Place Operations observation.

D. What if a party observer can no longer participate, may another person observe in his place?

An appointment is not transferable to another individual.⁸ If a party observer is no longer able to participate, the county chair of the party must make a new written appointment and submit the required letter or form to the appropriate county official 24 hours prior to appearing at the location.

E. May a candidate who is on the ballot be a party observer?

No, candidates appearing on the ballot or official write-in candidates (those who submitted official paperwork with the County) shall not serve as party observers.⁹ The only exception is for candidates who are running for precinct committeeman.

F. Does being an appointed party observer mean I have the same access to all election materials (such as ballots, voter registration database and election equipment) as state, county and local election officials?

No, while a person involved in elections, including a party observer, may be required to take an oath of office to fulfill their responsibilities, being appointed as a political party observer does not create an officeholder status and you are not an employee or agent of the County. Impersonating a public servant, including an election official, is a violation of state law.¹⁰ All applicable laws remain in force, including the secrecy of the ballot and the protection of voter registration data that is confidential by law. An observer may not touch a voted ballot, election materials, rosters, envelopes, ballot transfer containers, voting machines or components except as expressly permitted by the County staff or election worker.¹¹

G. Are nonpartisan observers permitted?

Yes, if requested, state law allows for nonpartisan (no party affiliation) observers at the Central Counting Place (not voting locations). However, the viewing area outside the ballot tabulation room can only reasonably accommodate 15 individuals at a given time without obstructing the walkway. The County will reserve 3 of these 15 spots pursuant to State law for a person representing a candidate or nonpartisan office or representing a political committee in support of or in opposition to a ballot measure, proposition or question.¹² This requires a draw by lot to determine which three groups or candidates shall have representatives participate in the Central Counting Place operations. A person or group that fits this nonpartisan category must notify the Santa Cruz County Elections Director in writing (in hard copy or electronically) by October 24, 2022.¹³ On October 28, 2022, the Elections Director shall draw by lot, from the list of those that

⁸ EPM at 139.

⁹ EPM at 140.

¹⁰ A.R.S. §§ 13-2406, 16-1004.

¹¹ EPM at 141.

¹² A.R.S. § 16-621(A), EPM at 139.

¹³ Additional procedures about notification and the lottery process will be issued by October 14, 2022.

expressed interest, and notify the selected three persons or groups allowed to observe the Central Counting Place Operations. Nonpartisan observers will be required to sign in on the observation log, attesting that the observer has read this policy and agrees to abide by it. Refusal to comply with any of these requirements is grounds for denying entry to the Central Counting Place and/or removal from the premises. For those not selected by lottery, additional viewing is available in the Board of Supervisors meeting room which displays the live video recording of the tabulation room.

SECTION II. APPROVED OBSERVATION LOCATIONS FOR AN APPOINTED POLITICAL PARTY OBSERVER

Once appointed by a party chair, party observers may be appointed to the following in Santa Cruz County:

- Logic and Accuracy Tests to test election equipment.¹⁴
- Specific voting locations for early voting and Election Day.¹⁵
- Central Counting places¹⁶ (view via window into tabulation room) including:
 - Ballot Tabulation and Election Management System
 - Also available to view via the live video feed: <https://www.youtube.com/channel/UCjD9J0h5zcVpMo9yDUCQDSw/live>
 - Additional viewing is available in the Board of Supervisors meeting room which displays the live video recording.
 - All operations including inspection board, ballot duplication board, accuracy certification board, provisional ballot board, write-in tally board, audit board and snag board.
 - Receiving board (View at back entrance of the County Complex).
- Early Ballot Signature Verification area by County Recorder staff (view via window only).
- Canvass – the official canvass is open to the public and is scheduled for November 22, 2022 at 9:30 a.m. For more details please visit <https://santacruzcountyaz.gov/AgendaCenter>

The County is not required to notify party observers when specific election duties are being conducted at each location. A party observer does **not** need separate appointment letters for each location as long as the original letter designates the various locations where the observer is appointed.¹⁷

A. Party Observers at Logic and Accuracy Tests

A logic and accuracy (L&A) test is intended to confirm that votes are attributed to the correct candidates and ballot measures in the Election Management System and that each candidate and ballot measure receives the accurate number of votes.¹⁸ The officer in charge of operations may specify a designated area where observers are permitted to view the L&A, for security reasons and to prevent disruption of election operations.¹⁹

For any election that includes a federal, statewide, or legislative office, the Secretary of State is responsible for conducting an additional L&A test on selected voting equipment.²⁰ The County

¹⁴ A.R.S. § 16-449(A).

¹⁵ EPM at 140.

¹⁶ A.R.S. § 16-621(A), EPM at 141.

¹⁷ EPM at 139.

¹⁸ EPM at 86.

¹⁹ EPM at 88.

²⁰ A.R.S. § 16-449.

Elections Department will contact political party observers for the L&A test.²¹ Public notice is provided at least 48 hours before each L&A test and has been published pursuant to state law: https://www.nogalesinternational.com/classifieds/service/legal/notice-of-the-santa-cruz-county-elections-department/ad_d67ea436-fbc4-51d6-88ce-0bc6cc0a6123.html.

For the November 8, 2022 general election, the L&A test is scheduled for **Monday, October 10, 2022 at 10:45 a.m.** at Santa Cruz County Complex, located at 2150 N. Congress Drive, Room #205 (Second floor) Nogales, AZ 85621.

B. Party Observers at a Voting Location

A voting location is where voters are exercising their right to vote and includes an early voting location, emergency voting center²² and polling locations on Election Day. Party observers may observe the following activities at a voting location:

- Opening the voting location;
- Voting at the voting location (but may not observe in the voting booth or otherwise impede voters' ability to maintain a secret ballot as required under the Arizona Constitution);
- Closing the voting location;
- Transport of ballots from the voting location to a receiving site (using a separate vehicle); and/or
- Any other significant voting or processing activities at the voting location provided that it does not interfere with or impede the election procedures or staff.

Unless agreed upon by the political parties, no more than one party representative for each party represented on the ballot shall be at a voting location at one time.²³ Further, only one appointed observer from each party represented on the ballot shall remain within the 75-foot limit while the polls are open.²⁴

All political party observers are subject to removal by the County Recorder or other officer in charge of elections for failure to comply with a request to cease an activity that interferes with the election process or violates state or federal law.²⁵

1. Voter Challenges

Arizona law permits a qualified elector of the County to challenge a voter's eligibility to vote, and political party challengers must be previously designated and credentialed as observers by their party.²⁶ **Challenges must be directed to poll workers and challengers shall not directly confront voters or question voters about their voting qualifications.** See A.R.S. §§ 16-590, 16-591 and the Elections Procedures Manual for more information about the challenge process.

²¹ EPM at 91.

²² State law allows the Board of Supervisors to establish and operate an emergency voting center, including the location and hours of operation. A.R.S. § 16-411(B)(3).

²³ A.R.S. § 16-590(C).

²⁴ A.R.S. § 16-515(A), (B), (H).

²⁵ EPM at 140.

²⁶ A.R.S. §§ 16-590, 16-591.

Challenges based in whole or in part on race, national origin, appearance, surname, language or religion are not permitted and violate federal anti-discrimination laws. Repeated challenges without a sound basis that delay voting, challenges that are otherwise intended to intimidate or prohibit qualified voters from voting, or challenges that involve additional confrontational or harassing behavior may amount to unlawful voter harassment and intimidation and warrant removal from the voting location.

2. Photography and Video Recording Prohibited at Voting Locations

An observer may **not** take photographs or video recording within the 75-foot limit of a voting location.²⁷ An observer may **not**, *within this 75-foot limit*, inspect, copy or photograph the early ballot envelopes to discern voters' identities or confront, question or photograph the individual who dropped off the early ballots.²⁸

Being a properly credentialed party observer does not confer additional rights to observe drop boxes under state law or this policy. Taking photos or videos *outside* the 75-foot limit may have an intimidating effect on voters entering or exiting the voting location if done in an aggressive, threatening, or harassing manner. Filming voters based on race, ethnicity, religion, or political affiliation is inappropriate.

C. Party Observers at a Central Counting Place

Party observers **may** observe at a central counting place and at each point where ballots are handled or transferred from one election official to another, including areas where the following activities take place:

- Receiving the ballots at Count Recorder's office or Central Counting Place.
- Inspecting the ballots.
- Review of Audit Board duties.
- Reviewing ballots by the Write-In Tally Board.
- Duplicating ballots by the Ballot Duplication Board.
- Receiving electronic media or processing voting results by the Accuracy Certification Board.
- Tabulation of ballots.
- Any other significant tabulation or processing activities at a central counting place provided it does not interfere with or impede the election procedures or staff.

Observation takes place through the viewing area via a large glass window outside the room at the County Complex. Under no circumstances may a party observer touch or operate the election server computer or any scanning device.

²⁷ A.R.S. § 16-515(G), 16-1018(4).

²⁸ EPM at 142.

Only members of the Central Counting Place Board and Accuracy Certification Board may be permitted into the immediate computer operating area. Party observers may be permitted to observe the operations of these boards, tabulation and the Election Management System from the window outside the Central Counting Place. Any observation must not interfere with the conduct of the operations.²⁹

1. Photography and Video Recording Prohibited at Central Counting Place

The Arizona Constitution protects the right to a secret ballot **and no photos or video recording of ballot content shall be allowed**. If an observer refuses an instruction to cease photography or recording or resumes either activity after being warned, the observer may be removed from the facility. Use of a cell phone or other electronic device is prohibited within 75-feet of the Central Counting Place activity (this area will be marked). You may use your electronic device outside this 75-foot limit but must discontinue use prior to returning to the Central Counting Place activities.

D. Post-Election: Party Observers at the Hand Count

A party observer may bring in their own video camera to record the hand count; **however, the observation or recording may not interfere with the hand count**. The Arizona Constitution protects the right to a secret ballot and no recording of ballot content shall be allowed. If a party observer interferes with the hand count or attempts to record ballot content, the observer may be removed from the facility or further restrict video recording.³⁰

²⁹ EPM at 201.

³⁰ A.R.S. § 16-602(B). EPM at 214.

SECTION III. OBSERVATION BY MEMBERS OF THE PUBLIC

A. Role of the Public Observer

Political party observers function as a part of the election process and the written appointment letter by the county chair is required under state law to serve in this capacity. If you cannot obtain an official appointment, you are welcome to observe as a member of the public in the following locations, provided that you do not interfere or impede with the election process or staff:

- Logic & Accuracy testing.³¹
- Central Counting Place³² – from the public viewing area through a large glass window outside the room, *as space allows (see below)*.
 - Ballot Tabulation can also be viewed via the live video recording:³³ santacruzcountyaz.gov/465/Live-Video-Feeds
 - Additional viewing is available in the Board of Supervisors meeting room which displays the live video recording.
 - Receiving Board activities may be viewed at the back entrance of the County Complex.
- Canvass – the official canvass is open to the public and is scheduled for November 22, 2022 at 9:30 a.m. For more details please visit <https://santacruzcountyaz.gov/AgendaCenter>

1. Central Counting Place Space Limitations

The viewing area at Central Counting Place is a large window area outside the ballot tabulation room that can only reasonably accommodate 15 individuals at a given time without obstructing the walkway. Any member of the public who seeks to observe will have to check in with the appropriate County official and seek permission to enter *each time* the observer seeks entry to this location to ensure that sufficient space is available for party observers. Upon request by the County, a public observer must provide identification and sign in on the observation log, attesting that the observer has read this policy and agrees to abide by it. Refusal to comply with any of these requirements is grounds for denying entry to the Central Counting Place and/or removal from the premises.

If there are more members of the public than space is available, selection will be on a first come, first-serve basis. Under this scenario, a space will not be held for a public observer who leaves the building or is absent from the Central Counting Place for thirty minutes or more if another member of the public is waiting to view operations at the Central Counting Place.

³¹ A.R.S. § 16-449(A).

³² A.R.S. § 16-621(A).

³³ A.R.S. § 16-621(C).

2. Voting Locations

No person is allowed to remain inside a voting location except for the purpose of voting.³⁴ Therefore, observation by a member of the public is prohibited within 75-feet of a voting location.³⁵ Any person disrupting election processes or election workers in the scope of their official duties at a voting location *at any time*, including after the closing of the polls when election workers are completing their duties, will be subject to removal and referral to law enforcement. Any person violating this section is guilty of a class 2 misdemeanor.³⁶

B. Photography and Video Recording Prohibited

The County prohibits photos or video recording at Central Counting Place. The Arizona Constitution protects the right to a secret ballot³⁷ **and no photos or video recording of ballot content shall be allowed.** If an observer refuses an instruction to cease photography or recording or resumes either activity after being previously warned at any time following the beginning of tabulation, the observer may be removed from the facility. Use of a cell phone or other electronic device is prohibited within 75-feet of the Central Counting Place activity (this area will be marked). You may use your electronic device outside this 75-foot limit but must discontinue use prior to returning to the Central Counting Place activities.

Taking photos or videos *outside* the 75-foot limit of a voting location may have an intimidating effect on voters entering or exiting the voting location if done in an aggressive, threatening, or harassing manner, including when voters are placing ballots in a drop box. Filming voters based on race, ethnicity, religion, or political affiliation is inappropriate.

C. Public Observers at Logic and Accuracy Tests

Participating as an observer during Logic and Accuracy Testing provides the public a chance to observe how voting equipment is tested for security and integrity prior to voters casting ballots. If a person fails to meet the standards outlined in this policy, the person may be asked to leave.

A logic and accuracy (L&A) test is intended to confirm that votes are attributed to the correct candidates and ballot measures in the Election Management System and that each candidate and ballot measure receives the accurate number of votes.³⁸ The officer in charge of operations may specify a designated area where observers are permitted to view the L&A, for security reasons and to prevent disruption of election operations.³⁹

For any election that includes a federal, statewide, or legislative office, the Secretary of State is responsible for conducting an additional L&A test on selected voting equipment.⁴⁰ Public notice is provided at least 48 hours before each L&A test and has been published pursuant to state law:

³⁴ A.R.S. § 16-515(A).

³⁵ A.R.S. § 16-515(G), 16-1018(4).

³⁶ A.R.S. § 16-515(H).

³⁷ Ariz. Const. art. VII, § 1.

³⁸ EPM at 86.

³⁹ EPM at 86.

⁴⁰ A.R.S. § 16-449.

https://www.nogalesinternational.com/classifieds/service/legal/notice-of-the-santa-cruz-county-elections-department/ad_d67ea436-fbc4-51d6-88ce-0bc6cc0a6123.html.

For the November 8, 2022 general election, the L&A test is scheduled for **Monday, October 10, 2022 at 10:45 a.m.** at Santa Cruz County Complex, located at 2150 N. Congress Drive, Room #205 (Second floor) Nogales, AZ 85621.

Members of the general public, including media and candidates, may attend the L&A tests but will be asked to remain in a separate observation area. Public observers are not permitted to interact with voting equipment.

Phone calls will not be permitted in the observation area. Please silence your phone and step outside to take calls. Observation is permitted for the duration of the test. However, it is the observer's responsibility to be on time and testing will proceed regardless of whether an observer is late or needs to leave early. Observers may not touch the tabulation equipment, test ballots or any other items being used for the L&A test.

SECTION IV. PROHIBITIONS AND PENALTIES

A. Prohibition against Voter Intimidation

Any activity by a person with the intent or effect of threatening, harassing, intimidating, or coercing voters (or conspiring with others to do so) inside or outside the 75-foot limit at a voting location is prohibited.⁴¹

1. Protocol at Voting Location

- The Inspector must utilize the Marshal to preserve order and remove a disruptive person from the voting location. The Inspector and/or Marshal must use sound judgment to decide whether to contact law enforcement, and any higher-level decisions should be raised through the officer in charge of elections.
- Persons who witness problems at a voting location should not speak to or accost a voter in an attempt to “enforce” the law, but rather inform the Inspector or Marshal to allow them to resolve the issue.
- **Private citizens are prohibited from bringing weapons into a polling place** (including the 75-foot limit), even if the voter is properly licensed to carry such weapons. In order to keep voting locations safe and free of potential intimidation, therefore, **observers** at voting locations should leave weapons at home or in their vehicles⁴² (exceptions apply for military and peace officers in the performance of official duties, *see* A.R.S. § 13-3102(C)).

In addition to the potentially intimidating conduct outlined above, the following may also be considered intimidating conduct inside or outside the polling place:⁴³

- Aggressive behavior, such as raising one’s voice or taunting a voter or poll worker;
- Using threatening, insulting, or offensive language to a voter or poll worker;
- Blocking the entrance to a voting location;
- Disrupting voting lines;
- Intentionally disseminating false or misleading information at a voting location, such as flyers or communications that misstate the date of the election, hours of operation for voting locations, addresses for voting locations, or similar efforts intended to disenfranchise voters;
- Directly confronting or questioning voters in a harassing or intimidating manner;
- Asking voters for “documentation” or other questions that only poll workers should perform;

⁴¹ A.R.S. § 16-1013, EPM at 180-181.

⁴² A.R.S. § 13-3102(A)(11).

⁴³ *See* A.R.S. § 16-1013(A); A.R.S. § 16-1017.

- Raising repeated frivolous voter challenges to poll workers without any good faith basis, or raising voter challenges solely based on race, ethnicity, national origin, language, religion or disability; or
- Posting signs or communicating messages about penalties for “voter fraud” in a harassing or intimidating manner.

B. Failing to Comply with State Law/County Observer Policies

Observers are subject to removal by the County for failure to comply with a request to cease an activity that interferes with the election process or violates state or federal law. The observer does not need to violate the same activity to be removed – any subsequent violation of law may result in removal from the facility. Be respectful to the elections staff and other observers present. Derogatory comments and behavior that disrupts County election processes will not be tolerated. This includes aggressive behavior, such as raising one’s voice or using threatening, insulting or offensive language to any person. While the County will strive to provide at least one verbal warning to an observer who engages in inappropriate conduct, the County reserves the right to immediately remove anyone who impedes or interferes with election processes or the duties of election staff. Referrals may also be made to the appropriate enforcement officer.

C. Violations of State Law

While not an exhaustive list, please be aware of the following election-related violations:

- A person who knowingly interferes in any manner with an election official in the discharge of the official’s duty is guilty of a class 5 felony.⁴⁴
- A person who knowingly modifies the software, hardware or source code for voting equipment without receiving approval or certification is guilty of a class 5 felony.⁴⁵
- A person who knowingly impersonates any election official, including an election board member or other poll worker or a challenger or party representative is guilty of a class 6 felony.⁴⁶
- Coercion or intimidation of an elector is a class 1 misdemeanor.⁴⁷
- A person who knowingly and unlawfully carries away, conceals or removes certain election materials or destroys these materials or knowingly detains, alters, mutilates or destroys ballots or election returns is guilty of a class 5 felony.⁴⁸
- A person who interferes with a voter within the 75-foot limit of the polling place or outside the main entrance to an on-site early voting location or attempts to induce a voter within the 75-foot limit or hinders the voting of others is guilty of a class 2 misdemeanor.⁴⁹

⁴⁴ A.R.S. § 16-1004.

⁴⁵ A.R.S. § 16-1004.

⁴⁶ A.R.S. § 16-1004.

⁴⁷ A.R.S. § 16-1013.

⁴⁸ A.R.S. § 16-1016.

⁴⁹ A.R.S. § 16-1017.

- A person commits obstructing governmental operations⁵⁰ if, by using or threatening to use violence or physical force, such person knowingly obstructs, impairs or hinders 1) the performance of a governmental function by a public servant acting under color of his official authority; or 2) the enforcement of the law or preservation of peace by a peace officer acting under color of his official authority. Obstructing governmental operations is a class 1 misdemeanor.

D. Enforcement

The Nogales Police Department and the Santa Cruz Sheriff's Office will respond to calls involving disturbances or an emergency at any voting location or the County offices. All poll workers are trained to call 911 in case of an immediate and/or life-threatening emergency.

⁵⁰ A.R.S. § 13-2402.

Attachment 1

Political Observer Protocol and Guidelines for Early Voting Sites and Early Ballot Drop Off Boxes

POLITICAL OBSERVER PROTOCOL AND GUIDELINES
FOR EARLY VOTING SITES AND EARLY BALLOT DROP OFF BOXES (“EBDOB”)

Political Observer Protocol:

Allows for a political observer and an alternate to be appointed by the County Chairperson of each party that has a candidate on the ballot for each vote center/polling place, early voting center or central count location in the County.

In an effort to carry out this law the Santa Cruz County Recorder feels it is important to establish protocol for Voters, Election Board Workers and Observers.

This will ensure that questions or issues at any Early Voting Center or on Election Day will be handled as quickly and efficiently as possible with minimal disruption to the voter.

PROTOCOL GUIDELINES

Political Appointment A.R.S. § 16-590:

If you have been appointed as a Political Observer for an Early Voting Center/Site, you **MUST** have an original letter signed by the County Chairperson or your political party confirming your appointment. We cannot accept copies. If you have been appointed as a Political Observer you **MUST** have in your hand the signed appointment letter when entering the early voting site and show your identification. If you do not have the letter you will be instructed to contact your Party Chairman.

The county party chairperson must provide a list of observers by email to the County Recorder **by 8:00 a.m. on October 11, 2022** and any changes to the appointed observers must be provided by email to the County Recorder **at least 24 hours in advance** of the political observer’s attendance at the voting site. Observer lists or changes must be sent to the following email addresses: ssainz@santacruzcountyaz.gov and copy voter@santacruzcountyaz.gov.

The County Recorder may arrange a designated seating area for the political observer. The observer must not impede or interfere with the staff or election process.

The election official will issue the observer a badge. The political observer must return the badge to the official before leaving the site.

Contact Us Direct:

Recorder, Suzanne “Suzie” Sainz

(520) 375-7990 Office

(520) 313-9767 Cell

75 FOOT LIMIT (A.R.S. § 16-515):

No person shall be allowed to remain inside these limits while the Early Voting Sites are open, except for the purpose of voting, and except the election officials, one representative at any one time of each political party represented on the ballot who has been appointed by the county chairman of such political party, and the challengers allowed by law. Voters having cast their ballots shall at once retire outside the seventy-five-foot limit. A person violating any provision of this notice is guilty of a class 2 misdemeanor.

Early Ballot Drop Off Boxes (“EBDOB”) A.R.S. § 16-1013:

Any activity by a person with the intent or effect of threatening, harassing, intimidating, or coercing voters (or conspiring with others to do so) inside or outside the 75-foot limit at a voting location is prohibited. To protect voters and County Recorder staff, please refrain from approaching another person near an EBDOB except for the purpose of dropping off a ballot.

EARLY VOTING CENTER/SITE ETIQUETTE

These locations can get quite busy, therefore we ask that you conduct your observing as quietly as possible.

GUIDELINES FOR THE POLITICAL OBSERVER:

- Present your letter to the Inspector upon arrival.
- Be careful not to disrupt the election process.
- Call the County Recorder’s Office directly at 520-375-7924 with questions or concerns.
- Report any issue to the Recorder’s Office immediately.
- Do not threaten, harass, intimidate or coerce a voter at the polling place or EBDOB. Talking to voters is prohibited within 75 feet of the polling place.
- Do not ask questions of or talk to the Election Officers or Early Ballot Retrievers . The election workers are present to assist the voters. Early Ballot Retrievers are present to retrieve ballots.
- Do not engage in any political conversation within 75 feet of the polling place.
- Do not enter a voting booth unless you are entering to cast your own ballot.
- Do not touch the ballots or any election equipment.
- Do not use your cell phone or any other electronic device while in the polling place. Please step outside the voting area to make a call.
- Do not take pictures or video recordings within 75 feet of the polling place.

Violators will be asked to leave.

Observer’s Initials_____

Please notify the election official with your concerns or contact the Recorder’s Office at (520) 375-7990.

Attachment 2

Santa Cruz County Elections Department Request for Appointment of Political Observer



Santa Cruz County Elections Department

Alma Schultz
Elections Director

Jeannette Martinez
Assistant

REQUEST FOR APPOINTMENT OF POLITICAL OBSERVER

Pursuant to A.R.S §16-590, a Political Observer may be appointed by the County Chairman of each party that has a candidate on the ballot for each vote center/polling place, and/or the central count. To carry out this law, the Elections Department established a protocol for Voters, Poll Workers, and Political Observers. Observers are appointed by specific elections only and the observer must be an AZ resident and registered to vote in AZ.

ELECTION DATE: _____

NAME: _____

PHYSICAL ADDRESS: _____
Street City State Zip

PHONE NUMBER: _____ EMAIL: _____

I, _____, County Chairman of the Republican Democratic party do hereby appoint _____ as a Political Observer at the specific following location: _____

Vote Center: _____

Central Count: YES / NO (circle one)

Political Observer Signature Party Chairman Signature Date

By signing this document, the political observer has read and accepted to follow all protocols by the Elections Department.

NOTE: County Party Chairman must provide **ORIGINAL** completed forms to the Elections Department prior to the due date established for approval. Signed forms will be returned to Chairman for distribution to the designated observers. Anyone without an **ORIGINAL LETTER** of appointment from the Party Chairman and signed by the Election's Director will be turned away and instructed to contact their Party Chairman.

COPIES NOT ACCEPTED

**THIS ORIGINAL FORM MUST BE PRESENTED TO THE PERSON IN CHARGE UPON ARRIVAL AT THE ABOVE NOTED LOCATION OR WILL NOT BE ADMITTED. FOR QUESTIONS CONTACT 520-375-7808.
(Please see the other side of this page for Political Observer protocol)**

***** ELECTION OFFICE ONLY *****

Voter Registration / Eligibility verified by: _____ Date: _____

Approved by Elections Director: _____

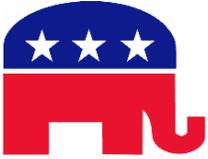


SANTA CRUZ COUNTY ELECTIONS POLITICAL OBSERVER PROTOCOL AND GUIDELINES

POLITICAL OBSERVER PROTOCOL

Arizona law allows for a political observer to be appointed by the County Chairman of each political party that has a candidate on the ballot, one per Vote Center and Central Count.

Santa Cruz County Elections Department has established these vote center/polling places and Central Count protocols for party observers. This is to ensure that any questions or issues that may occur on or about Election Day are able to be handled quickly and efficiently and that the voting process is not disrupted. We appreciate you following these rules.



<p style="text-align: center;">POLITICAL APPOINTMENT (A.R.S. § 16-590)</p> <p>If you have been appointed as a Political Observer, you must have the original letter signed by the County Chairman of your political party confirming your appointment. We cannot accept copies. This letter must be presented to the Inspector of the Election Board of the Vote Center/Central Count to which you are assigned. Inspectors will ask to see photo identification (ID) as proof.</p>	<p style="text-align: center;">QUESTIONS / CONCERNS CONTACT THE ELECTIONS DEPARTMENT DIRECTLY</p> <div style="text-align: right;">  </div> <p>If you have any questions or concerns, please contact Santa Cruz County Elections Department at 520-375-7808.</p>
<p style="text-align: center;">THE INSPECTOR</p> <p>The Inspector of the Election Board is your only point of contact at the Vote Center/Central Count. The Inspector is in charge of the Vote Center/Central Count and has the responsibility to keep the election process running smoothly and without disruption. Please help the Inspector by keeping your questions to a minimum.</p>	<p style="text-align: center;">VOTE CENTER/CENTRAL COUNT ETIQUETTE</p> <p>Vote Center/Central Count can be very crowded; therefore, we ask that you conduct your observation as quietly as possible. If there is already a representative from your party at a Vote Center/Central Count then one of you will need to leave, as only one per party is allowed.</p>
<p style="text-align: center;">75-FOOT LIMIT (A.R.S. § 16-515)</p> <p>No person shall be allowed to remain inside these limits while the polls are open, except for the purpose of voting, except election officials, one representative at any one time of each political party represented on the ballot who has been appointed by the county chairman of such political party, and challengers allowed by law. Voters who have cast their ballots shall at once retire outside the seventy-five-foot limit. A person violating any provision of this notice is guilty of a class 2 misdemeanor.</p> <p>The Marshal is responsible for ensuring that only authorized persons are in the Vote Center/Central Count.</p>	<p style="text-align: center;">TIPS FOR THE POLITICAL OBSERVER</p> <p>DO - Present your letter to the Inspector upon arrival.</p> <p>DO - Be careful not to disrupt the election process.</p> <p>DO - Call the Election Department directly at 520-375-7808 with any questions or comments not addressed by the Inspector.</p> <p>DON'T - Wear any political attire or clothing within the 75-foot limit. A.R.S. § 16-515 (F)</p> <p>DON'T - Talk to the voters while they are within 75 feet of the Vote Center/Central Count.</p> <p>DON'T - Ask questions or talk to the election workers. The election workers are present to assist the voters.</p> <p>DON'T - Enter a voting booth, unless you are entering the voting booth to cast your own ballot.</p> <p>DON'T - Touch the ballots or any voting equipment.</p> <p>DON'T - Use your cell phone or any other electronic device while in the Vote Center/Central Count. Step outside the voting area to make a call.</p> <p>DON'T - Eat or drink inside the Vote Center/Central Count while observing.</p> <p style="text-align: center;">The Inspector of the Election Board will ask you to leave the Vote Center/Central Count if any of these rules are not followed.</p> <p style="text-align: center;">All voters, candidates, workers, property owners, and the public deserve courtesy and respect.</p>
<p style="text-align: center;">CENTRAL COUNT</p> <p>Political Observers may be present during significant activities at Central Count (Elections Dept.) or the Recorder's Office during regular business hours when voted ballots are present. Under State law, a live camera feed is provided on the county website during times ballots are in the tabulation room when conducting an election.</p> <p>You may view this live feed from any location offsite: santacruzcountyz.gov/465/Live-Video-Feeds</p> <p>Observation after regular business hours of operations at Central Count (Elections Dept.) will be open during receiving of ballots on Election night.</p> <p>Food and drinks are not permitted. Observers are not authorized to wear any political attire or clothing inside the 75-foot limit.</p>	