

# Certificate of Appointment Voting Location Manager

*print clearly*

*R.C. 3501.22 to .28, 3501.31, 3599.17*

Board of Elections \_\_\_\_\_ County, Ohio

To \_\_\_\_\_  
Name of Voting Location Manager

THIS CERTIFIES, that the Board of Elections has appointed you as **Voting Location Manager**

in and for Precinct \_\_\_\_\_,  
Name of Precinct

subject to removal at the discretion of the Board, for the \_\_\_\_\_ Election to be held  
General, Primary, Special

on \_\_\_\_\_, \_\_\_\_\_.  
Month and Day Year

You will take your oath in the polling place on Election Day along with the other precinct election officials, as provided by law.

You must immediately notify the Board of your acceptance of this appointment or of any inability to serve.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
Month Year

\_\_\_\_\_  
Chair

**Attest:**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Board of Elections

## Acceptance or Refusal of Appointment as Voting Location Manager

*R.C. 3501.31*

To the Board of Elections of \_\_\_\_\_ County, Ohio

I hereby \_\_\_\_\_ the appointment as Voting Location Manager in  
Accept or Decline

Precinct \_\_\_\_\_ of the County.  
Name of Precinct

**RETURN THIS SECTION  
TO THE BOARD OF ELECTIONS**

Signed \_\_\_\_\_

Dated \_\_\_\_\_