

SAMPLE
General Election
Test Deck Cover Letter
Optical Scan

October 7, 2004

Dear County Clerk:

Enclosed herein is a 13 ballot test deck to be used in certifying the accuracy of your counting equipment both prior to and after the general election. You should make a similar test deck for each of your remaining precincts in order to ascertain that ballot coding for each precinct is correct.

This test deck should be processed prior to the election with bi-partisan observation and your commissioners present. The deck should also be processed immediately after the counting of the ballots. Every effort should be made to involve the general public, media, candidates, party officials, etc., when the test deck is being processed.

I have enclosed a copy of the results your counting equipment should generate. If there is a discrepancy please contact our office immediately.

I thank you very much in assisting in this matter of engendering confidence and integrity in our election process.

For the Secretary of State,

TIM HURST
Chief Deputy
Secretary of State

TH/pdy
Enclosures: as cited

Depending on where the candidate's position is under the office title will determine how many votes they will receive, eg. the U.S. President Race would appear as follows in **the base rotation** (alphabetical by candidate's surname):

Candidate Position

Michael Badnarik	receives	1 vote
George W. Bush	receives	2 votes
John F. Kerry	receives	3 votes
Michael A. Peroutka	receives	4 votes

Magistrate Positions

Yes	receives	1 vote
No	receives	2 votes