

Specifications for: Envelope 3

Must be printed in accordance with the following specifications and conditions:

PAPER: 20# Brown Kraft Envelope

SIZE: 12-1/2" x 18-1/2"

STYLE: Reinforced seams with gummed end flap – no clasp.

INK: Black

PRINT: One side

LOGO: No manufacturer's logo is to be printed on forms.

3

COUNTED BALLOTS

TYPE OF VOTING SYSTEM: ■ AVC ADVANTAGE

ENCLOSE . . .

- COUNTED PAPER BALLOTS
- COUNTED ABSENTEE BALLOTS

TYPE OF VOTING SYSTEM: ■ OPTICAL SCAN

[Accu-Vote, Ballot Now, Insight, M100, Optech IIIPE, Patriot and WINscan]

ENCLOSE . . .

- COUNTED BALLOT CARDS

TYPE OF VOTING SYSTEM: ■ PAPER BALLOTS

ENCLOSE . . .

- COUNTED PAPER BALLOTS
- COUNTED ABSENTEE BALLOTS

INSTRUCTIONS TO OFFICERS OF ELECTION:

- SEAL THIS ENVELOPE WITH LABEL
- **ALL OFFICERS MUST** SIGN AND DATE LABEL

Election Date: _____

City OR
County OR Town: _____

Precinct: _____

District: _____
ENTER ONLY IF PRECINCT IS SPLIT BY CONGRESSIONAL, STATE SENATE OR HOUSE DISTRICT

TO: CLERK OF THE CIRCUIT COURT

OPEN THIS ENVELOPE ONLY . . .

- ON ORDER OF A COURT
- WITH AUTHORIZATION OF THE STATE BOARD OF ELECTIONS - § 24.2-669, CODE OF VIRGINIA

RETENTION . . .

- FEDERAL ELECTIONS = TWO (2) YEARS
- ALL OTHER ELECTIONS = ONE (1) YEAR

DISPOSITION . . .

DESTROY