

**GILA COUNTY, ARIZONA**

**JURISDICTION MENU OF SERVICES**

<b><i>The Jurisdiction is responsible for meeting with BOTH the Gila County Recorder AND the Gila County Department of Elections Director to complete this Menu of Services for each election</i></b>			
Jurisdiction Name			
Election Title		Election Date	
Last Day to Register		No. Registered Voters	
Primary Contact			
Work Phone		Email	
Cell Phone		Fax	
Home Phone		Alternate No.	
Secondary Contact			
Work Phone		Email	
Cell Phone		Fax	
Home Phone		Alternate No.	
Attorney Contact			
Work Phone		Email	
Cell Phone		Fax	
Home Phone		Alternate No.	
Candidates? (If Yes, complete section below)		Yes	No
Offices to be Elected:		Number to Elect	
1			
2			
3			
4			
5			
6			
Last Day for Candidate Filing			
Ballot Question? (If Yes, complete section below by identifying type and number of measures)		Yes	No
Copy of action calling election attached?		Yes	No
Meeting minutes, resolution, notice of election, etc. If not attached, enter date when information will be sent.		Due Date	

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Logic and Accuracy Tests will be performed by the Gila County Department of Elections at 5515 S Apache Ave, Globe, AZ on (Enter Date)		Date		
Ballot layout information including candidate names and ballot question text must be provided to the Gila County Department of Elections by the Jurisdiction no later than 5:00 pm 90 days prior to the election (Enter Date)		Due Date		
Gila County Department of Elections shall email "Unofficial Early Results" to the Jurisdiction on election night shortly after 8:00 pm. Ballot Tabulation shall be reported to Jurisdiction by (Enter Date)		Due Date		
Storage and Retention. All materials related to the election including signature rosters, voted ballots, official envelopes, early ballots, etc. are the property of the Jurisdiction. County shall return materials via (Select Which Method is Preferred)		Mail	Pick-up	Delivery
<b>Indicate with an "X" Services to be Performed by the County</b>				
	<b>YES</b>	<b>NO</b>	<b>Resp</b>	<b>Cost</b>
Early Ballot/120-Day Notice Processing per Ballot Mailed Out <small>(includes outgoing postage)</small>			Recorder	\$2.50
Early Ballot Signature Verification per Signature			Recorder	\$0.50
Provisional and Conditional Ballot Verification per ballot			Recorder	\$3.00
Petition Signature Verification per Signature			Recorder	\$3.00
Voter Registration or other Voter Lists:			Recorder	
Printed per Name			Recorder	\$0.05
Electronic per Name Plus Cost of Media			Recorder	\$0.01
CD per CD-Rom			Recorder	\$3.00
Mailing Labels per Name			Recorder	\$0.10
Registers/Rosters per Name			Recorder	\$0.05
Roster Paper			Recorder	\$0.20
Registers/Rosters per Set			Recorder	\$6.00
US Dept of Justice Pre-Clearance <small>(if Jurisdiction desires the County to create)</small>			Elections	\$25.00/hour
Basic Fee for Service per Registered Voter <small>(Special or Not Consolidated)</small>			Elections	\$1.50
Basic Fee for Service per Registered Voter <small>(Consolidated Election)</small>			Elections	\$0.50
Ballot Question per Question			Elections	\$100.00
Sample Ballot Creation			Elections	Actual Cost
Sample Ballot Mailing			Elections	Actual Cost
Ballot Layout and Printing			Elections	Actual Cost
Recruit and Train Election Workers			Elections	\$17.00/hour
Accu-Vote Ballot Scanner Price per Unit			Elections	\$25.00
Touchscreen Unit Price per Unit			Elections	\$25.00
Memory Card Price per Card			Elections	\$25.00

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County Personnel Labor Rate			Recorder and Elections	\$17.00/hour
County Personnel Overtime Labor Rate			Recorder and Elections	\$25.50/hour
Temporary Early Board or Other Worker Rate			Recorder and Elections	Min. Wage (Currently \$7.65/hour)
Mileage Reimbursement			Recorder and Elections	County Rate (Currently \$0.51/mile)
Postage			Recorder and Elections	Actual Cost
Written Spanish Translation			Recorder and Elections	Actual Cost
Ballot Box (Price per Box)			Recorder and Elections	\$25.00
Additional Services (as requested by the Jurisdiction) will be billed at actual cost. Such services may include consulting fees, special reports, computer programming, etc.			Recorder and Elections	Actual Cost
Additional Services Requested (Specify)				
<b>Estimated Cost of Elections</b>				
Gila County Recorder				
Gila County Department of Elections				
Jurisdiction Authorized Signature				
			Date	
Gila County Recorder Authorized Signature				
			Date	
Gila County Department of Elections Authorized Signature				
			Date	