

## 2023 ILA Local 1475 Clerk and Checker Union Officer Election Instructions for Voting – Runoff Election

### I. Ballot Package

Your package should contain the following:

- a. Ballot
- b. Instructions for Voting
- c. Blank White Envelope
- d. Stamped Return Envelope

### II. Complete Your Ballot

1. Clearly mark your selection for each position. If it cannot be determined which candidate you are selecting, your vote will not be counted.
2. Except for selections of candidates, do not mark or make notations on your ballot.
3. Do not put your name on the ballot or make any notations that make your ballot identifiable as yours or anyone else's.

### III. Return Your Ballot

1. Put your ballot in the blank white envelope and seal the envelope.
2. Do not place any markings on the blank white envelope.
3. Ballots not placed in the sealed white envelope will not be counted.
4. Put the sealed white unmarked envelope in the stamped return envelope.
5. Place in a mailbox for return as soon as possible to ensure your ballot is received by January 3, 2024. Ballots received after January 3, 2024, will not be accepted.
6. Please note: Your stamped return envelope is specific to you. Do not return multiple ballots in your envelope or use any envelope not provided to you.

### IV. Confirmation and Questions

1. The Union Hall will have a list of ballots received back by Orsini & Associates, the third-party election management team. Be sure to refer to that list to confirm Orsini & Associates has received your ballot. This list will be updated periodically throughout the election process.
2. If you have any questions or issues with your ballot package- contact Orsini & Associates, ask for a member of the ILA Election Management Team.  
Telephone (912) 352-0037 Avail: Mon-Thur 9:30 am- 4:00 pm  
Please feel free to leave a voicemail for calls after hours.  
Email - [info@morsinicpa.com](mailto:info@morsinicpa.com)  
All emails will be returned within 24-36 hours of receipt.