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BOARD OF ELECTIONS

IN
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NOTICE TO ALL CANDIDATES

September 15, 2020

TO: All Persons who are Candidates in the November 3, 2020 General Election:

Pursuant to the applicable provisions of the Election Law of the State of New York, the Rules and Regulations of the New York State Board of Elections and the Rules, Regulations, Policies, and Procedures adopted by the Commissioners of Elections in the City of New York, please take notice of the following information for the **November 3, 2020 General Election**.

All activities relating to any type of Absentee, Special, Military, Federal, Special Presidential or Affidavit Ballots will be conducted at each Borough Office of the Board of Elections (locations of which are set forth in Schedule A), except as noted herein.

All activities relating to the Poll Site Voting System will be conducted at each Borough Voting Machine Facility of the Board of Elections (locations of which are set forth in Schedule B), except as noted herein.

1. Inspection of Poll Site Voting Systems & Paper Ballots

Pursuant to the provisions of Section 7-128(2) of the NYS Election Law, you or your representative/watcher designated in writing may inspect the paper ballots to be used in the Election, including on Election Day and during Early Voting:

Friday, September 18, 2020 from 10:00 AM to 3:00 PM

This inspection will take place at the Executive Office located at 42 Broadway, 7th floor in the Candidate Records Unit.

2. Audio Version of the Ballot

The Board of Elections in the City of New York will be placing Ballot Marking Devices (BMDs) for use by voters, including those with disabilities, in each of the poll sites including early voting sites for the November 3, 2020 General Election.

A BMD marks a ballot which is scanned, or marks a BMD affidavit ballot which is verified, secured, and tallied at a later date.

Voters using the BMDs may choose an audio version of the ballot. Candidate names in English and transliteration of candidate names in Chinese, Korean and Bengali will be made by Board of Elections staff in identified poll sites under the Voting Rights Act of 1965, as amended.

As a candidate, you or your representative designated in writing, have the opportunity to review this recording of your name and either approve it, or immediately request an alternate version. This review will be conducted on **Thursday, September 24, 2020 from 10:00 AM until 3:00 PM.**

This review will take place at the Board of Elections Executive Office located at 42 Broadway, 7th floor in the Candidate Records Unit.

3. Random Draw for the Audit of Election Day and Early Voting Poll Site Scanners

New York State Election Law Section 9-211 requires an audit of poll site scanners used on Election Day and early voting. The selection of scanners for this audit is done by random draw, which is open to the public to observe. The draw of scanners will be held on, **Thursday, November 5, 2020 at 10:00 AM at 42 Broadway 6th Floor.**

4. Audit of the Election Day and Early Voting Poll Site Scanners

This Audit will begin at the Borough Voting Machine Facility (**Listed on Schedule B**) on **Thursday, November 5, 2020 at 1:00 PM** and continue until completed including Saturdays and Sundays, if necessary. As a candidate, you or your representative designated in writing may be present and observe the audit of poll site scanners. Please check with the respective Borough Chief Clerk/Deputy Chief Clerk to confirm the date and time for the commencement of this activity.

5. Random Draw for the Audit of Central Ballot Scanners

New York State Election Law Section 9-211 requires an audit of central ballot scanners used for each election. The selection of Election Districts for this audit is done by random draw, which is open to the public to observe. The draw of Election Districts will be held **Wednesday, December 2, 2020 at 10:00 AM at 42 Broadway 6th Floor.**

6. Audit of the Central Ballot Scanners

This Audit will take place in Manhattan and Brooklyn at the Borough Voting Machine Facility (See Schedule B). For the Boroughs of Bronx, Queens, and Staten Island, the audit will take place in the Borough Offices (Schedule A) on **Wednesday, December 2, 2020 at 1:00 PM.** Please check with the respective Borough Chief Clerk/Deputy Chief Clerk to confirm the date and time for the commencement of this activity. As a candidate, you or your representative designated in writing may be present and observe the audit of the central ballot scanners.

7. Canvass and or Re-canvass of Votes Cast of

Election Day Paper Ballots

Pursuant to the provisions of Sections 9-206 and 9-208 of the NYS Election Law, you or your representative designated in writing may be present and observe the re-canvass of votes cast on the Poll Site Voting Systems during Early Voting and on Election Day and the canvass of any and all write-in votes cast on the Poll Site Voting Systems. This re-canvass will commence on **Wednesday, November 4, 2020 no earlier than 10:00 AM** and will continue until such re-canvass of all of the Poll Site Voting Systems has been completed including Saturdays and Sundays, if necessary. Please check with the respective Borough Chief Clerk/Deputy Chief Clerk to confirm the date and time for the commencement of this activity.

The Board of Elections will have teams of bi-partisan staff conducting the canvass/re-canvass. You may appoint one watcher for each bi-partisan team. This canvass/re-canvass will take place at the Borough Voting Machine Facility (**Listed on Schedule B**).

Emergency Ballots

Pursuant to the provisions of Sections 9-206 and 9-208 of the NYS Election Law, you or your representative designated in writing may be present and observe the canvass or re-canvass of any emergency and BMD ballot votes cast that could not be scanned on Election Day or during Early Voting. This canvass and re-canvass will commence on **Wednesday, November 4, 2020 at 10:00 AM** and will continue until completed, including Saturdays and Sundays, if necessary. This canvass/re-canvass will take place in Manhattan at the Borough Voting Machine Facility (**See Schedule B**). For the Boroughs of Bronx, Queens, Brooklyn and Staten Island, the re-canvass will take place in the Borough Offices (**Schedule A**). Please check with the respective Borough Chief Clerk/Deputy Chief Clerk to confirm the date and time for the commencement of this activity.

Absentee, Special, Military, Federal, Special Presidential and Affidavit Ballots

Pursuant to the provisions of Section 9-206 and Section 9-209 of the NYS Election Law, you or your representative designated in writing may be present and observe the canvass of votes cast on any and all valid Absentee, Military, Special, Military, Federal, Special Presidential and Affidavit ballots. Military ballots timely sent can be received up to 13 days after the day of the General Election. This canvass will commence on **Tuesday, November 17, 2020 at 10:00 AM** and will continue until completed, including Saturdays and Sundays, if necessary. The Board of Elections will have teams of bi-partisan staff conducting the canvass/re-canvass. You may appoint one watcher for each bi-partisan team. This canvass will take place in Manhattan and Brooklyn at the Borough Voting Machine Facility **(Listed on Schedule B)**. For the Boroughs of Bronx, Queens, and Staten Island, the re-canvass will take place in the Borough Offices **(Schedule A)**. Please check with the respective Borough Chief Clerk/Deputy Chief Clerk to confirm the date and time for the commencement of this activity.

FOR YOUR INFORMATION

Please be aware that pursuant to Article 14 of the New York State Election Law, candidates and political committees are required to file statements disclosing information about contributions received, expenditures made in connection with an election, and campaign literature or a disclaimer.

If you have any questions or require additional information, please contact the Chief Clerk and Deputy Chief Clerk of the Borough responsible for the Borough Voting Machine Facility.

Thank you for your cooperation and understanding in these matters.

Very truly yours,
Candidate Records Unit

Attached (Schedules A & B)

SCHEDULE A

BOROUGH OFFICES

Manhattan

To Be Determined

Gregory Lehman, Chief Clerk
Cynthia Doty, Deputy Chief Clerk

Bronx

1780 Grand Concourse - 5th Floor
Concourse Level
Bronx, NY 10457
718-299-9017

Brendaliz Candelaria, Deputy Chief Clerk
Steven L. Alfasi, Acting Deputy Chief Clerk

Brooklyn

345 Adams Street – 4th Floor
Brooklyn, NY 11201
718-797-8800

Raymond Riley, Chief Clerk
Daniel Ortiz, Deputy Chief Clerk

Queens

To Be Determined

Amanda M. Berinato, Chief Clerk
Bart J. Haggerty, Deputy Chief Clerk

Staten Island

1 Edgewater Plaza - 4th Floor
Staten Island, NY 10305
718-876-0079

Don Bosco, Chief Clerk
Anthony Andriulli, Deputy Chief Clerk

SCHEDULE B

BOROUGH VOTING MACHINE FACILITIES

Manhattan

To Be Determined

Bronx

1780 Grand Concourse
Bronx, NY 10457
718-299-9017

Brooklyn

5112 Second Avenue
Brooklyn, NY 11232
718-492-2607

Queens

To Be Determined

Staten Island

1 Edgewater Plaza
Staten Island, N.Y. 10305

718-876-0079