



BIG LAKE TOWNSHIP
ELECTION JUDGE APPLICATION
PLEASE PRINT CLEARLY

PERSONAL INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number (include area code): \_\_\_\_\_

Email Address: \_\_\_\_\_

(Election Judges must have an active email address. Communication between Election Coordinators-Election Judges is done electronically)

Emergency Contact: \_\_\_\_\_

(Who may we contact in the case of a personal emergency? Include contact information.)

- Position Interest:
[ ] Regular Election Judge
[ ] Head Judge
[ ] Assistant Head Judge
[ ] Student Election Judge (ages 16-18)

Are you a relative of or reside with any candidate who is or may be applying for offices on the ballot?

- [ ] Yes [ ] No

If yes, state their name & relationship: \_\_\_\_\_

Do you have a relative of or reside with anyone who is also applying to be an election judge in Big Lake Township?

- [ ] Yes [ ] No

If yes, state their name & relationship: \_\_\_\_\_

I am available to work:

- [ ] PRIMARY ELECTION on Tuesday August 11, 2026
Preference will be given to those willing to work all day.
[ ] All day (6:00AM - closing; vote tally and completion of election tasks)
[ ] Morning Shift (6:00AM to 2:00PM.)
[ ] Afternoon Shift (2:00PM – closing; vote tally and completion of election tasks)
[ ] GENERAL ELECTION on Tuesday November 03, 2026
Preference will be given to those willing to work all day.
[ ] All day (6:00AM - closing; vote tally and completion of election tasks)
[ ] Morning Shift (6:00AM to 2:00PM.)
[ ] Afternoon Shift (2:00PM – closing; vote tally and completion of election tasks)

Which is your preferred precinct? \_\_\_\_\_ (P1: Lord of Glory Lutheran Church; P2: Big Lake Town Hall; P3: Fire Station)
Efforts will be made to place you in your preferred precinct, however, there is no guarantee this will happen, nor is there a guarantee that you will work in the same precinct for both elections.

Major Party Affiliation (Choose One):

- [ ] DFL (Democratic-Farmers-Labor) [ ] R (Republican)
[ ] Check here if you signed up to be an election judge through your party.

[ ] NPV (Non-Partisan Voter) [ ] OTHER (please indicate): \_\_\_\_\_

\*Due to statutory requirements, preference is given to applicants that choose a Party Affiliation; choosing "Non-Partisan Voter" or "OTHER", your election judge duties will be limited.

Have you received an Honorable Discharge or Separation after serving more than 180 consecutive days in military service, for purposes other than training?

- [ ] Yes, I am a veteran [ ] No, I am not a Veteran

This information is to determine your status as a Veteran under the Veteran's Preference Statutes, Minn. Stat. § 43a.11.

THE POSITION OF ELECTION JUDGE IS A PAID POSITION UNLESS OTHERWISE SPECIFIED.

I wish to be compensated for my time.

I will be volunteering my time.

### **ELECTION JUDGES MUST MEET STATE & TOWN REQUIREMENTS**

- Must be a United States Citizen.
- Must be an eligible voter in the State of Minnesota
- Must be able to read, write and speak English.
- Must not be a candidate at that election.
- Must not be the spouse, domestic partner, or related to any candidate, running in that election.
- Must not be domiciled, either permanently or temporarily, with any candidate on the ballot at that election or with an election judge serving in the same precinct.
- Comfortable and proficient in the use of an iPad or tablet.
- Communicate clearly with voters.
- Available to work long hours (up to 16 hours).
- Handle stressful situations calmly and professionally.
- Demonstrate attention to detail.
- Work as a team member and accept directions from the head judge or assistant head judge.
- Physically and mentally able to carry out the required duties.
- Able to read small print.
- Able to sit and/or stand for extended periods of time.
- Able to lift 45 pounds.
- Able to assist with pre-election and post-election tasks. ie. transport election equipment and paperwork, public accuracy testing, post-election hand count, etc.

\_\_\_\_\_ I understand and meet these requirements.

(initials)

### **HEAD JUDGES MUST MEET ADDITIONAL TOWN REQUIREMENTS**

- MUST be able to perform pre-election and post-election tasks.
- Perform Public Accuracy Testing of equipment.
- Transport election equipment, paperwork, and ballots to polling location, as directed.
- Set up and tear down polling location.
- Transport election equipment, paperwork, and ballots to appropriate location after elections, as directed.
- Post-election hand count if necessary.
- Other duties as directed.

\_\_\_\_\_ I understand and meet these requirements.

(initials)

**Tennessee Warning:** Under the Minnesota Government Data Practices Act, your name, address, telephone number, party affiliation and email information are private data. You are not legally required to provide the information. Failure to provide information may result in a delay in notifying you. By completing this information, you are consenting to allow information to be shared with payroll and election staff in order to administer this activity. Your social security number will be released to the Social Security Administration and Internal Revenue Service for payroll and tax purposes. This information is available only to the person the information is about, and anyone authorized by you or law to see it. I authorize that my address and telephone number can be given to another election judge to Sherburne County election personnel, or Big Lake School District election personnel for the sole purpose of contacting me regarding election work. This consent expires upon completion of this activity. I waive my right to claim and hereby agree to hold harmless the Town of Big Lake and any of its agents or employees for any injury or damage which I may experience as a direct or indirect result of the intended use of this information.

To ensure fair and honest election results, if selected to serve as an election judge, I will adhere to the following:

- I will arrive at my assigned polling place at the assigned time and remain until my assigned time or excused by the Head Judge.
- I agree to be courteous, respectful and to assist all voters regardless of national origin, physical challenge or efficiency in the English language.
- I agree to read and study the Election Judge Guide and any additional information provided by the Town Clerk's Office. I will complete all Election Judge Training so that I am prepared to fulfill my assigned responsibilities to conduct the election according to federal, state and local election laws and policies.
- I understand that we are responsible for the security of election equipment and supplies and I will handle and monitor all such equipment and supplies exactly as instructed.
- I agree to complete all documentation required by federal, state and local election laws for my assigned position's responsibilities as accurately and completely as possible.
- I agree to report immediately to the Head Judge or Assistant Head Judge, any malfunction or possible tampering of voting equipment, unusual or suspicious behavior occurring in the polling place or any other event or occurrence that may threaten the accurate gathering or sanctity of the vote.
- I will refrain from making personal and political opinion comments while serving as an election judge.
- I certify that all information I have provided on this application is correct and that I have not omitted any information. I understand that giving false information or omitting requested data may disqualify me from further consideration as an election judge or result in dismissal, if discovered at a later date.
- I authorize the Town of Big Lake to verify the information I have provided in this application.

By signing below, I affirm that I am 18 years of age or older, a United States Citizen, able to read, write, and speak English, have not had my civil rights denied due to conviction of a felony, and have read and understand the Tennessee Warning and election judge responsibilities above.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Print full name

If student judge – Parent or Guardian signature

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

\_\_\_\_\_

If parent or guardian – print full name

Regular Election Judges are required to complete a two-hour online training session. Only judges who will be serving as Head Judge or Assistant Head Judge need to complete an additional hour of training. All training is coordinated through the Sherburne County Auditor/Treasurer's Office. Sherburne County hasn't provided the website link for the 2026 training. This information will be sent out to Election Judges when it becomes available, generally in May or June of the election year.

*\*Individuals serving as an election judge may be absent, without penalty, from their employment if they notify their employer in writing at least 20 days prior to each election. Minn. Stat. §204B.195*

Send your application to: Town of Big Lake, Attention: Town Clerk, PO Box 75, Big Lake, MN 55309

Application can also be scanned and emailed to: [clerk@biglaketownship.com](mailto:clerk@biglaketownship.com)

Questions can be directed to the Town Clerk's Office at the email listed above or by phone at 763-263-8111