



STUDENT ELECTION INSPECTOR

The City of Adrian is accepting applications for student election inspectors in good academic standing to work at the polls.

To participate in an election as a paid election inspector for the City of Adrian, you must be a U.S. citizen, reside in Michigan, be at least 16 years old and complete the steps below:

- ☐ Complete **Student Election Inspector Application**.
- ☐ Complete **Permission to Work Form** in ink. Be sure to have the parent and teacher (if school is in session) sections completed.

Please submit these documents to the clerk's office via email, mail, or drop off on the 2nd floor of City Hall at 135 E Maumee St, Adrian, MI 49221.

The clerk's office will notify you of training times. This training lasts around 2 hours and is mandatory in order to be an election inspector. Once trained and certified, the certification is good for 2 years and allows inspectors to work any precinct in Michigan.

Please email adriancityclerk@adrianmi.gov with questions or call (517) 264-4866.



STUDENT ELECTION INSPECTOR APPLICATION

Return to: **Adrian City Clerk's Office, 135 E Maumee St, Adrian, MI 49221** or adriancityclerk@adrianmi.gov

(*Must be completed in your own handwriting in ink. Any false statements made on this application will disqualify the applicant. If you change your political party preference, you must complete a new election inspector application. Please print legibly.*)

Last Name _____ First _____ Middle _____

Social Security # _____ - _____ - _____ Michigan Driver's License
or Michigan Personal ID # _____

Street Address _____ Home Phone # _____

City, State, Zip _____ Cell Phone # _____

Email Address _____ Work Phone # _____

Registered to Vote in ☐ City of: _____ } → of _____ in Ward: _____ Precinct: _____
(*please check one*)
(*if applicable*) ☐ Township

County of: _____ Date of Birth: _____ / _____ / _____

EDUCATIONAL BACKGROUND

Name of High School	Highest Grade completed	When did you attend?	Did you receive Diploma?
Name of College/University	Major/Concentration	When did you attend?	What Degree received?
Name of Post College	Field	When did you attend?	What Degree received?

EMPLOYMENT BACKGROUND

Current/Last Employer	City/State	Title	Start Date (MM/YY)	End Date (MM/YY)	Full- or Part-time:
Duties			Reason for leaving, if applicable		
Prior Employer	City/State	Title	Start Date (MM/YY)	End Date (MM/YY)	Full- or Part-time:
Duties			Reason for leaving		

Do you have any experience as an election inspector (*not challenger or poll watcher*). If yes, state name of jurisdiction and approximately what year(s).

OVER →

- 1) Have you ever been convicted of a felony or election crime? **YES** ☐ **NO** ☐
- 2) By state law, we need to appoint inspectors with different political party preferences at each polling place. Please check your party preference to be eligible for appointment (*check only one*):
- Republican ☐ Democratic ☐ Libertarian ☐ U.S. Taxpayers ☐ Green ☐ Natural Law ☐ Working Class ☐
- 3) Do you own a motor vehicle? **YES** ☐ **NO*** ☐
*If no, how will you get to the precinct by 6:15 AM? _____
- 4) Election inspectors are paid for 2 meal breaks on Election Day. Will you work Election Day from 6:15 AM to approximately 10 PM? **YES** ☐ **NO** ☐

I CERTIFY THAT I am not a member or a known active advocate[◆] of a political party other than the party identified above. I FURTHER CERTIFY THAT the foregoing statements are true to the best of my knowledge and belief.

Signature of Applicant

Date

◆ A “known active advocate” of another political party is defined to mean a person who (1) is a delegate to the convention or an officer of another party; (2) is affiliated with another party through an elected or appointed government position; or (3) has made documented public statements specifically supporting by name another political party or its candidates in the same calendar year as the election at which the person will serve as an election inspector. “Documented public statements” means statements reported by the news media or written statements with a clear and unambiguous attribution to the applicant.

If you are appointed as an election official [*election inspector, election worker, poll worker* are all the same] for an election and you accept the appointment – whether in writing or orally – you are required by Michigan state law to fulfill your work commitment for that election except in the event of an emergency. You will be required to provide written documentation verifying this emergency.

An individual who accepts an appointment as an inspector of election shall not fail to report at the polling place designated on election morning at the time specified by the board of election commissioners. A person who violates this subdivision is guilty of a misdemeanor. MCL 168.931 (1)(g)

I understand that by Michigan State Law, if I cannot fulfill my commitment for the election to which I am appointed due to an emergency, I will provide written documentation verifying this emergency.

Signature of Applicant

Date



CITY OF ADRIAN
CHRISTY LOW, CITY CLERK
135 E Maumee St
Adrian, MI 49221
(517) 264-4866 – City Clerk's Office
adriancityclerk@adrianmi.gov

STUDENT ELECTION INSPECTOR

Permission to Work Form

_____ has my permission to work the
(Print Name of Student)
_____ for the City of Adrian Clerk's Office.
(Election Date)

- I understand that students (*under 18 years old*) will be assigned to the polling place in the City of Adrian from 6:15AM until no later than 10:00PM (*full day shift*).
- I understand that the *Adrian City Election Commission* will determine which precinct a student will be assigned to work and that students will accept to work at any polling precinct assignment within the City.
- I understand the *student's school* will allow students (*under 18 years old*) to work at the polls for a full day shift with Parent/Guardian permission.
- I understand that students will be given a lunch break and a dinner break on Election Day.
- I further understand that students given permission to work at the polls on election day **MUST** attend school the following day.
- I understand that this permission form must be completed in full and returned to the City Clerk's office prior to election day.

STUDENT SIGNATURE DATE

PARENT/GUARDIAN SIGNATURE DATE

TEACHER/SCHOOL OFFICIAL SIGNATURE DATE