

JBC Verification Procedure

- BEFORE THE EQUIPMENT IS VERIFIED, NOTE THAT THIS MACHINE WILL NOT BE TURNED ON UNDER ANY CIRCUMSTANCES DURING THE INSPECTION.

- Step 1: Open the white JBC box or the black JBC bag if applicable. This box will have the precinct name beside the handle.

- Step 2: Remove the JBC from the box/black bag along with the paperwork. You may leave the 2 cables inside the box.

- Step 3: Find the white eSlate verification sheet. The white copy belongs to the clerk; the pink will be left for the precinct officers.

- Step 4: Verify lines 1 thru 4. (A) The precinct name is located on the white JBC box and directly under the printer. (B) The serial number: located on the white label directly under the printer. (C) JBC seal number. This is the red seal on the right side of the JBC. Seal is placed where the MBB is inserted into the machine to prevent tampering or removal. (D) Beginning PVT number: Located on the zero paper tape copy included with this form.

- Step 5: Verify the zero paper tape. Every candidate should have a zero next to his or her name. This tape has every race and candidate names for that particular precinct. The clerk will keep this copy.

- Step 6: Verify the ballot proofs: These proofs have every race and candidate names on them. Check for spelling and race order. *If you are using eScans, the ballot proofs will only be located on these machines.*

- Step 7: Place the JBC along with the pink copy and the ballot proofs back into the JBC box.