



## End-of-Shift Cover Sheet

<b>Date of Circulation</b>	
<b>Organization</b>	
<b>Location (Event name &amp; address)</b>	
<b>Name of circulator</b>	
<b>Circulator phone</b>	
<b>Circulator email</b>	
<b># of VR Forms</b>	
<b># of Pledge Cards</b>	
<b># of Absentee ballot request forms</b>	
<b>Data Code</b>	CHH -
<b>Are any of the event's registration volunteers from League of Women Voters? Y/N</b>	

### Next Steps:

1. Scan or photocopy **this cover sheet** followed by **each VR Form** and then each **Pledge Card**.
2. Mail or drop off **original VR Forms** directly to your **Board of Elections** office.
3. Mail or email a copy of the entire file, including **cover sheet, VR Form photocopies, and pledge cards** to Ohio Votes Headquarters:

Attn: Maria Bruno – Ohio Votes  
 COHHIO  
 175 S. Third Street, Suite 580  
 Columbus, OH 43215

Signature of Circulator \_\_\_\_\_ Date \_\_\_\_\_