

Unofficial Ballot Printing Station Best Practices

- Pop-up ballot printing locations may not:
 - have any King County Elections branding or identify themselves as an “official vote center.”
 - provide any incorrect or misleading information to voters,
 - provide faulty equipment or record the vote of any voter in a manner other than as designated by the voter. ([RCW 29A.84.610](#))
 - use menace, force, threat, or any unlawful means to hinder or deter a voter from voting, or directly or indirectly offer any bribe, reward, or anything of value to a voter in exchange for their voting a particular way. ([RCW 29A.84.620](#))
- Printing stations must provide voters with contact information for King County Elections if they have questions.
- Printing stations should also provide voters with the list of official vote center locations if requested. All [Vote Center locations](#) are available on the King County Elections website approximately 30 days prior to the election.
- Voters should be provided with a private space to fill out their ballots if they are encouraged to vote on-site.
- Individuals putting on ballot printing stations must refrain from electioneering or encouraging voters to vote in a particular way.
- If pop-up printing stations are collecting completed ballot packets from voters, please review the temporary drop box best practices.

Temporary Ballot Drop Box Best Practices

- Boxes must not have any King County Elections branding or labels declaring them an “official ballot drop box.” ([RCW 29A.84.610](#))
- Organizations are welcome to advertise this as a service they are independently providing.
- All liability resides with the organization.
- Ballots received from any organization after 8 p.m. on Election Day will be too late. To ensure timely receipt of ballots by King County Elections, we recommend the following:
 - Remove ballots from the drop box on a daily basis and deposit in one of the open permanent King County Elections ballot drop box or return to King County Elections by close of business (8:30am – 4:30pm).
 - On Election Day, return ballots to King County Elections or deposit at permanent ballot drop boxes before 8:00 pm.
- To ensure ballots are secure, we recommend:
 - That you do not keep ballots overnight. Return them to King County Elections or deposit them in one of the open permanent King County Elections ballot drop boxes daily.
 - Use a team of two people to transfer ballots from the temporary drop box to a permanent drop box.
 - Take precautions to avoid damage, loss, or theft of the box and contents.
 - Do not leave the box unattended.