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.