



Cook County Election Department

Deputy Voter Registration Training Request

Please complete this application and fax it to Jonathan Williams at 312-603-9786.

NOTE: DO NOT SCHEDULE YOUR CLASS UNTIL YOU RECEIVE CONFIRMATION OF YOUR DATE AND TIME FROM THIS OFFICE.

We must receive your request at least 10 days before the training date.

ORGANIZATION: _____

CONTACT: _____ E-MAIL ADDRESS _____

HOME PHONE: _____ / _____ CELL / WORK PHONE: _____ / _____

TRAINING DATE REQUESTED: _____ START TIME: _____

LOCATION OF TRAINING: _____

NUMBER EXPECTED FOR TRAINING (Must be at least 25 people) _____

Other Requirements:

1. Your organization must send a letter on your stationary with names and addresses of people to be trained. The letter must be received no later than two (2) days before the training.
2. It is the responsibility of the organization to assure that the training facility is adequate and opened prior to the training.
3. Walk-in participants are welcome. However we have a limited number of supplies at each training. Therefore please try to limit walk-ins if possible.
4. It is the responsibility of the coordinator to check with our office 48 hours prior to the class to confirm staff attendance. Please call 312./603-0987.

County Clerk's Office Commitments:

The County Clerk's Office must verify the voter registration of anyone planning to become a deputy registrar; therefore we are asking you to please forward the names of trainees along with this application. We can register trainees on site. They must have two (2) pieces of identification, including one (1) with a current address.

I understand and agree to adhere to all of the requirements stipulated on this form for deputy voter registrar training to be conducted by the Cook County Clerk's Office.

CONTACT'S SIGNATURE: _____ DATE: _____ / _____ / _____