

**ALLOCATED COST WORKSHEET  
FOR VOTE-BY-MAIL ELECTIONS  
(Do not include dedicated expenditures)**

**1. PRINTING**

**COST**

Ballots	_____
Master List	_____
Inserts	_____
Letters	_____
Acceptance of Office	_____
Poster/Signs	_____
Certificate of Nomination	_____
Certificate of Election	_____
Challenge Forms	_____
Replacement Ballot Form	_____
VBM - Mailer Envelope	_____
VBM - Return Envelope	_____
VBM - Secrecy Envelope	_____
Materials for Election Personnel Training	_____
Other - specify	_____

**PRINTING TOTAL**

**\$**  
\_\_\_\_\_  
Transfer to page 8, line 1

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**2. PERSONNEL**

**COST**

Boards	_____
Security	_____
Permanent Staff Overtime	_____
Temporary Staff	_____
Supply Delivery	_____
Data Processing Staff	_____
Dropsite Delivery	_____
Ballot Pickup	_____
Envelope Labeling	_____
Envelope Insertion	_____
Sorting/Verifying	_____
Ballot Processing	_____
Typesetting	_____
Other - specify	_____

**PERSONNEL TOTAL**

**\$**  
\_\_\_\_\_

Transfer to page 8, line 2

**ALLOCATED COST WORKSHEET  
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**3. SUPPLIES**

**COST**

Binders

\_\_\_\_\_

Hinges

\_\_\_\_\_

Seals

\_\_\_\_\_

Envelopes

\_\_\_\_\_

Military Outgoing (SER 171 or other envelope)

\_\_\_\_\_

Military Return (SER 172 or other envelope)

\_\_\_\_\_

Logs (Transportation, Inspection, etc.)

\_\_\_\_\_

Gummed Labels

\_\_\_\_\_

File Folders

\_\_\_\_\_

Postcard Forms

\_\_\_\_\_

Paper

\_\_\_\_\_

CO<sub>2</sub> for Crimper

\_\_\_\_\_

Electronic Storage Media (Tape, Disk, etc)

\_\_\_\_\_

Other - specify

\_\_\_\_\_

**SUPPLIES TOTAL**

**\$**

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**4. BALLOT DEPOSIT LOCATIONS**

**COST**

Rental

\_\_\_\_\_

Signs

\_\_\_\_\_

Delivery Costs

\_\_\_\_\_

Equipment Costs

\_\_\_\_\_

Mileage

\_\_\_\_\_

Number of Locations

\_\_\_\_\_

Other - specify

\_\_\_\_\_

**BALLOT DEPOSIT LOCATIONS TOTAL**

**\$**

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**5. MILEAGE**

**COST**

Post Office Pick-up

\_\_\_\_\_

Supply Delivery

\_\_\_\_\_

Boards

\_\_\_\_\_

Publication Delivery

\_\_\_\_\_

Training

\_\_\_\_\_

Troubleshooting

\_\_\_\_\_

Dropsites

\_\_\_\_\_

Other - specify

\_\_\_\_\_

**MILEAGE TOTAL**

**\$**

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**ALLOCATED COST WORKSHEET  
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**6. COMPUTER SERVICES**

**COST**

Election Programming

\_\_\_\_\_

Election Testing (L-A)

\_\_\_\_\_

Labels

\_\_\_\_\_

Lists

\_\_\_\_\_

Reports

\_\_\_\_\_

Master List

\_\_\_\_\_

Ballot Counting

\_\_\_\_\_

Program Decks

\_\_\_\_\_

Header/End Cards

\_\_\_\_\_

Carrier Route Update

\_\_\_\_\_

Data Center Services

\_\_\_\_\_

Other - specify

\_\_\_\_\_

**COMPUTER SERVICES TOTAL**

**\$**

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**7. POSTAGE**

**COST**

Ballots

\_\_\_\_\_

Abstracts

\_\_\_\_\_

Certificate of Election

\_\_\_\_\_

Billings

\_\_\_\_\_

Notices

\_\_\_\_\_

Publications

\_\_\_\_\_

Board Letters

\_\_\_\_\_

Certified Mail

\_\_\_\_\_

Test Certification

\_\_\_\_\_

Signature Updates

\_\_\_\_\_

Express Delivery Service

\_\_\_\_\_

Other - specify

\_\_\_\_\_

**POSTAGE TOTAL**

**\$**

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**8. MISCELLANEOUS**

**COST**

Rentals

\_\_\_\_\_

Facsimile Publication

\_\_\_\_\_

Telephone Charges

\_\_\_\_\_

FAX Charges

\_\_\_\_\_

Photocopies

\_\_\_\_\_

Other - specify

\_\_\_\_\_

**MISCELLANEOUS TOTAL**

**\$**

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**9. ELECTION EQUIPMENT AMORTIZATION**

**COST**

Amortization Costs for this Election (SEL 950, or SEL 950A and SEL 950B, if applicable)

\_\_\_\_\_

Other - specify

\_\_\_\_\_

**AMORTIZATION TOTAL**

**\$**

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**ALLOCATED COST WORKSHEET SUMMARY PAGE  
FOR VOTE-BY-MAIL ELECTIONS**

1. Printing Total	\$ _____
2. Personnel Total	\$ _____
3. Supplies Total	\$ _____
4. Ballot Deposit Locations Total	\$ _____
5. Mileage Total	\$ _____
6. Computer Services Total	\$ _____
7. Postage Total	\$ _____
8. Miscellaneous Total	\$ _____
9. Amortization Costs	\$ _____
<b>Grand Total Allocated Cost (Add lines 1 through 9)</b>	<b>\$ _____</b>

Transfer to SEL 237 Box 7a thru 7i