



To:	ROVs	From:	Tammy Wells, VP
Fax:		Pages:	2
Phone:		Date:	October 6, 2014

Registrar of Voters:

We will do our best to assist you during your Election in any way we can. Please see attached brochure with the New Streamlined Process and Helpful Reminders.

**FIELD EQUIPMENT TESTING
New Streamlined Process**

- A. Set up the Vote-By-Phone equipment (Phone and Fax Machine) at your Polling Location.
- B. **FROM THE PHONE LINE YOU WILL USE ON ELECTION DAY (HAVA line)**, dial the toll free number for Field Equipment Testing: **866-486-3841**
- C. The system will play the recording "Welcome to the Equipment Readiness Test for the State of Connecticut. Press any key to continue.

If the system does not detect a TONE from your telephone, the system will say:

"We do not detect any key press. Please make sure the dial switch on the right side of the telephone is in the "T" for Tone position. When you are ready, press any key to continue."

If the system detects a TONE from your telephone, the system will say:

"Your fax confirmation will be sent to you momentarily. If the ballot access ID's listed on the fax are not correct, or if you do not receive this fax within 5 minutes, please contact IVS at 888-888-6952. You may hang up now. Thank you!"

ELECTION DAY REMINDERS

Election Day Line: On Election Day, poll workers should call **(866) 486-3843**, the Election Day Line, in order for voters to access and vote with their actual ballot. This line will be open at 6:00 a.m.

Help Line: If there are any problems on Election Day, please call me toll free at **(888)-888-6952**.

During this process if you have any trouble or questions, please contact me at 502-797-7787 or toll free at 888-888-6952.

All the best,
Tammy