



MATANUSKA-SUSITNA BOROUGH
ELECTION OFFICIAL APPLICATION
TUESDAY, NOVEMBER 4, 2025

Borough Clerk's Office
 350 E. Dahlia Avenue
 Palmer, AK 99645
 907-861-8683 phone
 907-861-7845 fax
www.matsugov.us

Greetings,

Thank you for your interest in serving as an Election Official for the Matanuska-Susitna Borough. The Regular Election is scheduled for **Tuesday, November 4, 2025**. There may be a possibility for a special election of unknown date. Please indicate if you are available for **one or all** borough elections. We always need people willing to serve as Chairpersons. If you are interested in serving in this capacity, please indicate that on the application. If you have any questions regarding chairperson duties, feel free to contact our office and we can discuss it further.

Per Borough Code, applications must be submitted annually. If you are interested in serving in this year's election(s), please complete, sign, and return the attached application (**on the reverse side**) to the Borough Clerk's Office **ASAP** at 350 E Dahlia Ave, Palmer, AK 99645, or email to estelle.wiese@matsugov.us, or fax to 907-861-7845.

If you need an additional application, you can print one from our website at www.matsugov.us/elections or request via email to estelle.wiese@matsugov.us

Dates to Note:

- Return Election Official applications to Borough Clerk's Office **ASAP**. As we need time to form the boards and send the names forward to the Assembly for confirmation.
- The following dates could be earlier, should we have a special election.
 - Election Official appointments presented to the Borough Assembly for confirmation at the regular Assembly meeting: **September 2, 2025**.
 - Letters of confirmation and assignments mailed: **by September 4, 2025**.
 - Absentee Official training date will be: **October 17, 2025**.
 - Election Official training dates: **October 29 thru October 31, 2025**, depending upon precinct assignment. Assignment letters will contain the assigned training date and any pertinent Chairperson information.
 - Chair Official training date and supply pick up: **Saturday, November 1, 2025**.
 - Hand Counting teams will be trained in October.
 - Election Day: **Tuesday, November 4, 2025**, Election Officials arrive at the polls at 6:30 a.m. Polls are open from 7 a.m. to 8 p.m.

Questions? Please contact the Borough Clerk's Office at 907-861-8683.

Applications and more information are available on our website at www.matsugov.us/elections.

Very Respectfully,

Lonnie McKechnie, CMC
 Borough Clerk

Estelle Wiese
 Deputy Borough Clerk

Please complete the information and applicable choices below and return this form to the Borough Clerk's Office in the enclosed prepaid return envelope.

<input type="checkbox"/>	I am submitting my application and have completed all sections of the form and have signed on the reverse side of this letter. I understand, if assigned, I will receive my precinct and training date once confirmed by the Assembly.
<input type="checkbox"/>	I am uncertain about serving as an election official and invite you to contact me at a later date. Estimate timeframe to contact about possibly serving: _____
<input type="checkbox"/>	I am unable to serve as an election official for the Regular Election and possible special election. Please keep me on the list for next year.
<input type="checkbox"/>	I am no longer interested in serving as an election official and request that my name be permanently removed from your records.
<input type="checkbox"/>	In the event all precinct teams are full or if I was not assigned to a specific precinct, I am available to serve as an alternate precinct official and have reserved the date of November 4, 2025 , and possibly the special election.

1. SELECT THE ELECTION(S) YOU ARE AVAILABLE TO WORK

<input type="checkbox"/> Regular Borough Election (November 4, 2025)	<input type="checkbox"/> Special Borough Election	<input type="checkbox"/> All 2025 Borough Elections
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2. APPLICANT INFORMATION - PRINT CLEARLY AND LEGIBLY

Last Name:		First Name:		Middle Initial:
Cell Phone:	Home Phone:		Email Address:	
Mailing Address:			City:	Zip:
Residence Address:			City:	Zip:

Confidential Identifier: Please provide at least one confidential identifier to verify your voter registration status.
 Date of Birth: _____ Last 4 of SS#: _____ Voter No.: _____

3. WHICH POSITION(S) ARE YOU MOST INTERESTED IN WORKING? Indicate below:

<input type="checkbox"/> Precinct Chairperson	<input type="checkbox"/> Poll Worker	
<input type="checkbox"/> Hand-Count Chairperson	<input type="checkbox"/> Hand-Count	<input type="checkbox"/> Early/Absentee Hand Count
<input type="checkbox"/> Canvass Board (Meets day after election & up to two weeks to certify Election results. Hours vary.)		
Early/Absentee Voting Official (Early/Absentee in-person voting is two weeks prior to Election Day)		
<input type="checkbox"/> MSB – Palmer Monday-Friday (7:30 am to 5:30 pm)	<input type="checkbox"/> DOE – Wasilla Monday-Friday (7:30 am to 5:30 pm)	<input type="checkbox"/> DOE – Wasilla Saturday's & Sunday's (9:30 am to 4:30 pm) (11:30 am to 4:30 pm)

Which area of the Borough or precinct do you wish to be assigned, if any? Do you share a ride with another worker? (We are unable to accommodate all requests):

Have you ever served as an Election Official for the Matanuska-Susitna Borough? Or AK Division of Elections? Or another municipality?

<input type="checkbox"/> YES How long?	<input type="checkbox"/> NO (List experience that will help you serve as an election official):
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4. CONFLICTS (Attach a separate sheet, if necessary)

Are you aware of any conflict of interest with an issue or candidate that may appear on the ballot that could be considered incompatible with your service as an Election Official, such as, a candidate is a member of your immediate family?

<input type="checkbox"/> NO	<input type="checkbox"/> YES, Please explain:
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Have you been convicted of any crime, excluding traffic tickets?

<input type="checkbox"/> NO	<input type="checkbox"/> YES, Please explain:
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Hand-Count Officials Only – People who are dating, in the same household, or immediate family members cannot serve as Hand-Count Officials together at the same location. Is anyone meeting the description above also applying to be a Hand-Count Official?

<input type="checkbox"/> NO	<input type="checkbox"/> YES, Please provide the name(s):
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5. CERTIFICATE OF SIGNATURE

I certify that the information contained in this application is true, accurate, and complete to the best of my knowledge.

Signature: _____ **Date:** _____

FOR OFFICE USE ONLY		
Voter No.:	Registered Precinct:	Date Received:
Precinct Assignment: <input type="checkbox"/> Precinct Chair <input type="checkbox"/> HC Chair <input type="checkbox"/> Poll Worker <input type="checkbox"/> Hand-Count Other Assignments: <input type="checkbox"/> EV/Absentee Voting Official - Location: _____ Shift: _____ <input type="checkbox"/> Early/Absentee Hand Count <input type="checkbox"/> Canvass Board		

Database Entry:	Notes:
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