INSTRUCTIONS: If a precinct election officer (an inspector, judge, poll clerk, assistant poll clerk, or sheriff) fails to appear at the opening of the polls, or if the office becomes vacant during election day, the remaining members of the precinct election board shall fill the vacant office upon nomination of the highest ranking precinct election officer, according to the list above.

The inspector shall immediately notify the county election board of the appointment. The county election board may then confirm the appointment upon written approval of the appropriate county chairman, or shall appoint another individual to fill the vacancy upon nomination by the county chairman.

Upon appointment, the individual must swear the oath for the office (See PRE-1 – Precinct Oath Book).

RETURN THIS FORM IN THE PRE-12 ENVELOPE. FILE THE COMPLETED FORM WITH THE PRECINCT ELECTION SUPPLIES FOR THIS PRECINCT.

STATE OF INDIANA )
COUNTY OF ___________________________ )SS: 
TOWNSHIP OR WARD____________________) )SS: 
PRECINCT _____________________________ )

WHEREAS, the inspector of the above named precinct having notified the County Election Board that a vacancy existed in the office of

__________________________________________
(Name of Office; Specify Political Party)

within the precinct, and that the vacancy has been filled in accordance with IC 3-6-6-14; and

WHEREAS, the County Election Board having received the nomination or written approval of the County Chairman of the political party of the individual who vacated the office, does now appoint (or confirm the appointment) of the following individual to the above named office:

__________________________________________
(Name of Individual)

SO ORDERED, THIS _______ DAY OF _______________________, 20______.

THE COUNTY ELECTION BOARD OF _______________________ COUNTY, INDIANA

____________________________________
Circuit Court Clerk and
Secretary of the County Election Board