

# GEAUGA COUNTY BOARD OF ELECTIONS



Members:  
Edward Ryder, Chair  
Janet M. Carson  
Dennis M. Pavella  
Joan A. Windnagel

Pete Zeigler, Director  
Dorothy M. Stange, Deputy Director

470 Center Street  
Building 6-A  
Chardon, OH 44024  
Phone: 440-279-2030  
Fax: 440-285-0959

### CONTRACT FOR ELECTION DAY POLLING LOCATION

The Board of Elections of Geauga County, Ohio, hereby requests the use of necessary space of:

**LOCATION: Russell Town Hall, 14890 Chillicothe Rd., Russell Township**

on **Tuesday, November 5, 2019 from 5:30 a.m. to approximately 9:00 p.m.**, for the purpose of conducting the General Election. The voting booths, tables and chairs, should be placed in the proper location **PRIOR** to the day of the election. The Board will need access to the building(s) prior to and following the election for the placement and storage of the privacy booths and other election equipment. Each precinct will need 2 large tables and 4 chairs.

Pete Zeigler, Director

Edward M. Ryder, Chair

The Board makes this application pursuant to R.C. 3501.29 which states: "Upon Application of the Board of Elections, the authority which has the control of any building or grounds supported by taxation under the laws of this state, shall make available the necessary space therein for the purpose of holding elections and adequate space for the storage of voting booths, without charge for use thereof. A reasonable sum may be paid for necessary janitorial service".

No person will be permitted to loiter, congregate, or engage in any kind of election campaigning within the area of the polling place and the small flags placed on the thoroughfares and walkways leading to the polling place, or if the line of electors extends beyond the flags, within ten feet of any elector in line. R.C. 3501.35 and R.C. 3501.30.

**Detach here.**

**Please be mindful of the parking needs for the voters on Election Day and limit other events.**

**Sign & Return to:**

Geauga County Board of Elections  
470 Center St., Bldg. 6-A  
Chardon, Ohio 44024

We have received your notification of the **November 5, 2019 General Election** and our building(s) will be open and available to you and our staff will have the proper chairs and tables available for your use.

**PRECINCT: Hunting Valley Vill. & Russell Twp. A, C**

**LOCATION: Russell Town Hall, 14890 Chillicothe Rd., Russell Township**

**\*\*\*\*\*THE BUILDING MUST BE OPEN AT 5:30 A.M.\*\*\*\*\***

The person **OPENING** the building at 5:30 A.M. will be: Jessica Sustar  
Name Shane Wrench

8501 Kinsman Rd 440-338-7783  
Address Novelty OH 44072 Home phone and Cell Phone (if available)

If the above cannot be reached, **PLEASE CALL:**

Shane Wrench Gary Gahran  
Emergency contact name and Phone number of person available after 8:00 p.m. on Election Day

The room assigned to each precinct: Town Hall

Karen Wilder, Fiscal Officer  
Print Name

[Signature]  
Authorized Signature

9/24/19  
Date

The person and phone number to contact to set up delivery of the voting equipment is: Jessica or Jennifer  
440-338-7783