

Early voting, AV ballots, new storage and security requirements—oh my! Township clerks and deputies have an awful lot of new hurdles to navigate this year when it comes to your township elections. One thing that hasn't changed, MTA is here to help! Spend an afternoon with us this June for a deep dive into the new requirements and explore effective ways to manage your upcoming elections.

Election Prep: Beyond the Bureau

We'll review who can do what when it comes to election duties and offer tips to 'lighten the load' for township clerks. So, grab your deputy and join MTA's resident election experts and former clerks Cindy Dodge and Judy Bigney as we explore the latest in elections and tackle hot-button topics like:

Election workers: Learn how the increase in hours due to early voting and overall administration time impacts your election workers' compensation, Social Security exemption and other income taxes.

Required election notices: Additional voting requirements and updated laws have increased the list of required elections notices. We'll share, and discuss, what's new and why.

Record retention, storage and security of election documents: Early voting equals new storage and security requirements for election materials. We'll review the new requirements as well as how absentee voter ballots are handled in precincts and drop boxes.

Freedom of Information Act requests pertaining to election records: You won't want to miss these tips and tricks for processing what can seem like an overwhelming amount of documents.

You'll walk away with insights into what's new, what works (and doesn't) as well as tried-and-true checklists and time management tips that will help you troubleshoot even those nagging Election Day issues! Lunch is included with registration and begins at noon. Class is held from 1 to 5 p.m.

Dates and locations are:

- June 17:** The Shack Country Inn & Conference Center, White Cloud
- June 18:** Four Points by Sheraton, Kalamazoo
- June 19:** Bavarian Inn Lodge, Frankenmuth
- June 25:** Northern Center at NMU, Marquette
- June 26:** Online option (via Zoom)
- June 27:** Treetops Resort Conference Center, Gaylord



Election Prep: Beyond the Bureau

To register send completed form with payment to MTA, P.O. Box 80078, Lansing, MI 48908-0078. Credit card payments may be faxed to (517) 321-8908. Register online at <https://bit.ly/twptraining>

Township County

Telephone Email

Name Title

Name Title

Confirmations, online access and "know before you go" communications will be sent via email to individual registrants. To add or update your email, contact MTA at (517) 321-6467, ext. 231 or email database@michigantownships.org

When will you join us?

- June 17:** White Cloud
- June 18:** Kalamazoo
- June 19:** Frankenmuth
- June 25:** Marquette
- June 26:** Online
- June 27:** Gaylord

Early-bird Rate*: *Expires two weeks prior to event date*
\$100/person

Late Rate*: *Applies two weeks prior to event date*
\$150/person

_____ (# registered) x \$ _____ (rate*) = \$ _____

**Rate applies to MTA members. Non-members, call for rates.*

Payment Options		
<input type="checkbox"/>	Check enclosed (payable to MTA)	
<input type="checkbox"/>	Bill me (members only)	
<input type="checkbox"/>	Charge to: (circle one)	MasterCard VISA
Card #	CSV (3-digit code)	Expires
Print Card Holder's Name		Signature