



# COUNTY OF BERKS, PENNSYLVANIA

## BOARD OF ELECTIONS

Services Center, 1<sup>st</sup> Floor  
633 Court Street  
Reading, PA 19601

Phone: 610.478.6490  
Fax: 610.478.6218

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### Rules and Regulations Concerning Observation of Preparation of Voting Machines for Elections

The purpose of these Rules and Regulations is to govern the conduct of individuals permitted to observe the preparation of the voting machines for the 2025 Municipal Election. The rules provide the observer the ability to view that the machines are properly prepared to be used in the upcoming election.

1. Observers shall be positioned in an observation area designated by the Director or Assistant Director within the room where the voting machine preparation takes place. Observers shall not be physically positioned in any way that would interfere with the voting machine preparation process.
2. Observers shall not interfere with, question, talk to, or otherwise disrupt the individuals preparing the voting machines as to not distract them from their assigned tasks.
3. Observers may ask questions of the Director or Assistant Director of Election Services, or his/her designee. Questions must pertain to the activities being observed. Any questions that cannot be answered by the Election Services representative can be submitted in writing for further review.
4. Observers will be admitted into the observation area on a first-come, first-served basis. If the observation area reaches the maximum capacity, observers may be refused entry to the observation area until a sufficient number of people leave the area.
5. Observers may not take any photos or audio or video recordings of the voting machine preparation process. Phones will not be permitted in the observation area.
6. No food or drink is permitted in the observation area.
7. The failure of any observer to comply with these guidelines will result in all privileges being revoked and the removal of the observer from the observation area.

Print Name

Signature

Date



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