



Peggy Holinga Katona
Auditor

Office of The Auditor

LAKE COUNTY, INDIANA

Election Pay Instructions for Inspectors and Poll Workers
In your packet you will find a sample claim and a blank claim to be completed during the day of election.

***** INSPECTORS *****
***** VERY IMPORTANT *****

1. Print your name CLEARLY at the top of the claim.
2. Sign your name CLEARLY at the bottom where your signature is required.
3. FILL OUT BOTH SIDES OF WHITE COPY OF CLAIM
4. Verify that YOU and ALL of your workers "SIGN YOUR CLAIMS!"
5. PUT YOUR POLLING PLACE ON YOUR CLAIM

ALL CLAIMS MUST BE RETURNED ON ELECTION NIGHT OR THEY WILL NOT BE PAID
Election workers should NOT have to come to Crown Point to sign their claim.

IT TAKES SIX WEEKS to process ALL election worker checks
CHECKS WILL BE MAILED on Thursday, June 13, 2024

****ALLOW AT LEAST 10 DAYS TO RECEIVE YOUR CHECK****
LAKE COUNTY EMPLOYEES WORKING THE POLLS WILL BE PAID THROUGH PAYROLL

No check will be released without the required signature on submitted claims.
Improperly prepared claims will cause delay in payment. You, the inspector, will get \$210.00, Judges and Poll Clerks will get \$145.00. **All** will receive \$30.00 if they attend the on line training session at <https://www.youtube.com/watch?v=EQDsyOZFecs&t=1808s>, OR IN PERSON TRAINING (**Inspectors MUST attend training**). Your salaries also include the \$10.00 food allotment.

****Republican Judges will ONLY receive an additional \$25.00 if they accompany the Inspector to return supplies. ****

Rent is paid to private property owners, churches, and clubhouses, VFW's, American Legions, Local Union Halls and Private Garages.
NO RENT will be paid to public schools, libraries, public buildings, fire stations, government-owned properties, or Town Halls.

When you return your packet on Election Night, please give the completed claims to the Lake County Auditor's Office employees at the locations listed on the attached page.

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