

**SAMPLE RESOLUTION APPOINTING ELECTION OFFICERS
(Voting Machine Polls)**

RESOLUTION

WHEREAS, a regular municipal election has been called to be held on the ___ day of August, 20___, and a runoff election to be held, if necessary, on the ___ day of October, 20___, and

WHEREAS, Section 11-46-27 of the Alabama Code of 1975, as amended, provides, in part, that the municipal governing body, not less than 15 days before the holding of any municipal election, shall appoint from the qualified electors of the municipality, officers to hold the election as follows: where voting machines are used, an inspector, chief clerk and a first and second assistant clerk for each voting machine,

NOW, THEREFORE, BE IT RESOLVED by the City [Town] Council of _____, Alabama, that the election officers for said election shall be as follows:

VOTING MACHINE NO. 1

Inspector
Chief Clerk
Assistant Clerks

VOTING MACHINE NO. 2

Inspector
Chief Clerk
Assistant Clerks

Mayor

ATTEST: _____

City [Town] Clerk

(NOTE: If the municipality of under 10,000 pop. has adopted an ordinance 6 months prior to the election providing for the appointment of additional election officers to receive, count, and return absentee ballots – see *sample Ordinance Establishing Procedure for the Appointment of Additional Election Officers for Absentee Ballots* -- then these officials should be included in this resolution. Note also that one of the additionally appointed officers shall be named as the inspector.)