Keys — CLOSING

DEVICES

○ Scanners   (# ____)

- Follow along on the ***Closing the Scanner*** checklist ...

- Emerg/Prov'l comp': *Seal* remove.

- Thumb Drive door: ***Unlock****; Verify Seal*.

- Main b. comp't: Remove *seal*. ***Unlock***.

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- Prov'l comp't: ***Lock***.

- Main b. comp't: *Seal*. ***Lock***.

- *Log* 4 seals {*Closing Ballot Box Seal_1 & 2*}

  - Tape seals to outside of Blue Bin. « «

- ***Lock*** thumb drive compartment

- Screen: Close, ***Lock***.

- Scanner Lid: Close, Latch, & ***Lock***.

- *Seal* one front latch;

- ***Lock*** rear access door.

○ Blue Bins   (# ____)

- ***Lock*** flap.

- *Seal* flap w/ two seals (were taped on)