

# SD36 Caucus Registration Instructions

You must Read and Understand these instructions **BEFORE** you begin registering people for Caucuses.

AND... colored voting cards

AND... an online form at  
**[tinyurl.com/sd36reg](http://tinyurl.com/sd36reg)**

There are 3 paper forms that will be used

1) **Pre-printed “Caucus Books”**

These contain information collected from previous caucuses for your precinct. The information will need to be verified and the attendee will need to sign or initial. Take the time to correct and verify the information, writing changes in the book.

2) **Blank PCRC forms**

PCRC = Precinct Caucus Registration and Certification of election  
These are used for people NOT in the “Caucus Book”  
Attendees **MUST PRINT NEATLY!!** Seriously, **PRINT NEATLY.**  
Take the time to be certain this is done correctly and legibly.

3) **Observer sign-in form (Observer Form)**

For those who will not be participating, either by choice or due to ineligibility.

You may choose to set up separate sign-in stations, but **ALL** should be monitored.

As attendees arrive, greet each person and ask:

**“Are you here as an Observer?”**

If **YES** then register using the Observer Form.

If **NO** then ask:

**“Did you attend caucuses in 2016?”**

If **YES** then register using the Caucus Book.

If **NO** then register using the PCRC Form.

Participants must currently live in the precinct, be eligible to vote on November 6, 2018, and intend to vote Republican. All others must register as observers.

**PRINT LEGIBLY PRINT LEGIBLY PRINT LEGIBLY PRINT LEGIBLY**

For everybody, once signed in, enter the information in the form at  
**[tinyurl.com/sd36reg](http://tinyurl.com/sd36reg)** (bookmark this link) Your Precinct is \_\_\_\_\_

Do this **with** the person being registered, and **VERIFY BEFORE SUBMITTING!**

**Once the data has been successfully captured, then (and only then) give the colored voting card to PARTICIPANTS (not to Observers).**

**And everyone gets a name tag!**