

## Gather Materials for Caucus Night

### What to bring:

- Posters & Signage
- Tape (blue painter's tape is recommended)
- Dry erase markers and eraser
- A white board (if your room doesn't have one)
- Sound system/mic/Bluetooth speaker (if needed, and your room doesn't have one)
- Monitor and/or projector to play the video of the UCRP platform
- Flag and stand (if your room doesn't have one)
- Extra pens for registration table
- Wristbands (for credential)
- Nametags (available on Amazon)
- Sharpies (for nametags and to mark wristbands when voting)
- Clipboards - One registration clipboard for every 25 attendees expected, two for Attendance Roll/Republican Party Affiliation roll, one for Election Judge sign-up, one for Nomination sign-up
- Registered voter lists (from county – either electronic on laptop or printed)
- Binders for registered voter lists (if printed - optional)
- Box for absentee ballots
- Election instructions
- Multiple round ballot counting handout
- Tally sheets – one for each position, plus extras
- Paper ballots – different colors if possible (based on anticipated attendance – bring extra!)
- Golf pencils or pens for each attendee (based on anticipated attendance)
- Gallon-sized reclosable bags and/or ballot boxes
- Timing device and colored paper (green, yellow, red) for speeches
- Quarter (for tie breaker)
- Donation envelope
- Cash from yourself to start donations
- Laptops to verify registration
- Extra tables, extension cords, outlet strips (if needed)
- Copies of precinct map for reference
- Copies of voter registration forms (at least 25 – most recent form)
- Copies of Utah County Republican Party Platform (you also may want to project it)
- Election Judge Sign-up sheet
- Self-Nomination Sign-up sheet
- Copies of Attendance Roll
- Copies of Caucus Affiliation Roll
- New Precinct Officer/State Delegate/County Delegate information form
- Copies of Delegate Duties & Responsibilities (for state and county delegates)
- Copies of State Delegate Duties and Responsibilities
- Copies of Precinct Officer Duties
- Copies of What Can You Do?
- Copies of Building a Stronger Precinct