



401 MISSISSIPPI STREET  
POST OFFICE BOX 136  
JACKSON, MISSISSIPPI 39205-0136

**STATE OF MISSISSIPPI  
SECRETARY OF STATE  
DELBERT HOSEMANN**

TELEPHONE (601) 359-1350  
FACSIMILE (601) 359-1499

**MEMORANDUM**

TO: County Election Commissioners and Circuit Clerks unable to attend ECAM

FROM: John Helmert, Assistant Secretary of State Elections-Division 

RE: Elections Certification Training Make-up Sessions

DATE: March 5, 2009

Please be advised that state law requires the county election commissioners to attend at least one election certification training session per year, *i.e., within 12 months prior to conducting an election* (Miss, Code. Ann. §23-15-211.)

The Secretary of State's Office will conduct two (2) Make-Up Elections Certification Training sessions for county election officials in 2009. These training sessions are for those that did not attend the election certification training at the Election Commissioners Association of Mississippi (ECAM) convention, January of 2009 in Philadelphia. If you already attended ECAM elections certification training, you are not required to attend. The dates and locations for the make-up training sessions are provided in the attached registration materials.

No other certification training sessions will to be offered this calendar year beyond these upcoming sessions. Circuit Clerks are invited to attend all training sessions conducted by the Secretary of State.

Attached you will find a pre-registration form. The time for each session is **9:00 a.m. to 5:00 p.m.** with a break for lunch. Pre- registration is mandatory. It allows our agency to make adequate plans for seating, training materials, training rooms, and refreshments. Register for the session of your choice by completing the enclosed form and returning it to our office by mail or fax by the March 16, 2009 deadline date listed on the form. If you choose to fax the pre-registration please use a cover sheet and fax it to 601-359-1499 attention Marie Hemmingway. Maps to locations will be available on our website.

If you have questions or need further information, **please call Marie Hemmingway at 601-359-5213 or Matt Grubbs at (601) 359-6582 or 1-800-829-6786.** Thank you,

Enclosures

**PRE-REGISTRATION  
2009 CERTIFICATION TRAINING MAKE-UP SESSIONS FOR COUNTY  
ELECTION COMMISSIONERS AND CIRCUIT CLERKS**

*Please Print*

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ OFFICE PHONE: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_ MOBILE PHONE: \_\_\_\_\_

COUNTY: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

**CHECK ONE OF THE FOLLOWING THAT DESCRIBES YOUR POSITION IN  
ELECTIONS:**

- \_\_\_\_\_ CHAIRMAN COUNTY ELECTION COMMISSION
- \_\_\_\_\_ COUNTY ELECTION COMMISSIONER
- \_\_\_\_\_ CIRCUIT CLERK
- \_\_\_\_\_ OTHER, PLEASE DESCRIBE \_\_\_\_\_

**PLEASE CHECK THE BLANK BY THE TRAINING SESSION YOU PLAN TO  
ATTEND:**

\_\_\_\_\_ APRIL 3, 2009 HOLMES COMMUNITY COLLEGE, GRENADA, MS  
GRENADA CENTER

\_\_\_\_\_ APRIL 15, 2009 #1 CONVENTION CENTER PLAZA, HATTIESBURG, MS  
LAKE TERRACE CONVENTION CENTER

DATE: **APRIL 3, or 15, 2009**, TIME **9:00-5:00** INCLUDING LUNCH BREAK  
PRE-REGISTRATION DUE BY: MARCH 16, 2009

**PLEASE MARK THE TYPE OF VOTING DEVICE USED:**

- \_\_\_\_\_ PRECINCT SCANNER COUNTER
- \_\_\_\_\_ TOUCH SCREEN/ DRE – DIEBOLD/PREMIER – STATEWIDE VOTING SYSTEM
- \_\_\_\_\_ TOUCH SCREEN/ DRE – ADVANCE VOTING SOLUTIONS SYSTEM – HINDS  
COUNTY
- \_\_\_\_\_ TOUCH SCREEN/ DRE – ES&S SYSTEM – RANKIN COUNTY
- \_\_\_\_\_ OTHER

**Please see second page for important information.**

**PLEASE NOTE:**

- 1. If you are unable to attend the entire session you will not receive certification.**
- 2. The address used to complete this pre-registration form is the address to which your certificate will be mailed unless you note a change in your address on the certification completion form.**
- 3. Training on voting systems will not be offered at a location if we do not receive pre-registration forms noting that system. We are making arraignments for trainers to be available for the voting systems training**
- 4. Lunch will not be provided.**

PLEASE RETURN TO:  
MISSISSIPPI SECRETARY OF STATE'S OFFICE  
ATTN: MARIE HEMMINGWAY  
POST OFFICE BOX 136  
JACKSON, MISSISSIPPI 39205-0136  
**(601) 359-5213, 1-800-829-6786, OR FAX (601) 359-1499**