

REIT 2024 General Election Reconciliation Audit Report

3/22/26

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Purpose of Audit

The purpose of this audit was to reconcile the number of ballots cast (the ‘good’ ballots that are received from the voters in the election via any allowed modality) with the number of votes recorded by the vote counting system per CA Election Code 15302 (d).

Audit Requirements

California Election Code 15302 (d): A reconciliation of the number of ballots counted, spoiled, canceled, or invalidated due to identifying marks, overvotes, or as otherwise provided by statute, with the number of votes recorded, including vote by mail and provisional ballots, by the vote counting system.

The accuracy standard for reconciliation of ballots is found in HAVA SEC 301 which references section 3.2.1 of the Voting System Standards issued by the FEC. HAVA refers to ‘ballot positions’ instead of ‘ballots’. The standards, Volume 1, 2002, allow one error per 500,000 ballot positions. Experts working for the FEC estimated that 500,000 ballot positions equaled 125,000 individual ballots (See Federal Election Commission [Voluntary Voting System Guidelines of 2015](#)). Thus, the standard of 1 error allowed for every 125,000 ballots cast or 0.0008% is applicable.

REIT included the standard practice to include information, i.e. objective evidence, to determine if the reconciliation requirement per Election Code 15302 (d) was met. The use of ‘information’ is included in the [International Standards for the Professional Practice of Internal Auditing](#) which is routinely utilized by Riverside County auditors. See sections 2240, 2240.A1, 2300, 2310, and 2330.

Audit Team

Selected members of REIT performed the audit. The audit team consisted of:

-Audit Leader: Veronica Langworthy

-Team members: Steve and Nancy Gaier, Cyndie Allen, Cindy Greaver, Vivian Dicus, Sharon Neill, Shari Franklin, Greg Langworthy.

Audit Dates

The audit was initiated December 5, 2024 and completed on February 23, 2025.

Audit Plan

No formal audit plan was documented by REIT, however, the intention to complete the audit, including the tasks to be performed were communicated to the Registrar and the Riverside Board of Supervisors, BOS, on numerous occasions. The Standard Operating Procedure used was shared with the Registrar and BOS. [See Attachment 1](#). REIT provided updates to the BOS as the audit progressed. A formal presentation was given to the Registrar, the ROV staff, and Supervisor Spiegel on April 10, 2025. [See Attachment 2](#).

Definitions

This audit applied the following definitions:

Finding - discrepancy, weakness, or non-compliance with a required standard, requirement, or statute.

Observation - issue that does not significantly affect the overall operation or process but still requires attention. May be an opportunity for improvement.

Audit Methodology

The audit team collected Vote Center Ballot Statements, VBM Drop Box Collection Forms, and other appropriate objective evidence to determine the number of ballots entered into the Voting system. The team obtained the count of ballots not counted due to compliance issues, e.g. ballot not cured, CVR voter not eligible, etc. and deducted this from the total ballots input. The net ballots cast value was compared to the certified count of ballots counted. The results should reconcile per HAVA SEC 301 which references section 3.2.1 of the Voting System Standards issued by the FEC.

Data Collection and Analysis

Drop Box Ballots

ROV officials collected VBM ballots from drop boxes daily. REIT election observers noted the number of ballots collected from each box each day was counted by at least two staff members. At drop box locations, the count was recorded on the Vote by Mail Collection Forms. [See Attachment 3](#) for a representative statement. At vote centers, the count was recorded on the Ballot Statement in Row H. See [Attachment 3](#) for an example Vote Center Ballot Statement. A Microsoft Excel file was created by the audit team to tally the counts of ballots from Drop Box locations.

The Excel file is: 'VBM-CF Stmts Nov 2024_combined.xlsx'. Counts of Drop Box ballots from Vote Centers were tallied in Excel file: "2024 Gen Ballot Stmts.xlsx"

Results:

Total from Vote Centers: 227,140

Total from Drop Box locations: 143,167

Total from all Drop Boxes: 370,307

Observation 1: A review of the Vote by Mail Collection Forms revealed the following errors:

Legibility: 2

Date Issue: 1

Notes to clarify entry: 3

Duplicate forms: 2

Missing information: 18

Improved documentation practices are recommended for these important forms.

Conditional, CVR, Ballots Received from Vote Centers

ROV officials collected CVR ballots at Vote Centers daily. REIT election observers noted the number of ballots collected each day was counted by at least two staff members and recorded on the Ballot Statement in Row E. The results were tallied in Excel file: '2024 Gen Ballot Statements.xlsx'.

Total CVR Ballots received from all Vote Centers: 34,119

In-person Ballots from Vote Centers

In-person votes cast at Vote Centers were recorded on ballot statements each day the Vote Center was open. REIT election observers noted the number of ballots cast was counted by at least two staff members and recorded in rows A and B. See [Attachment 3](#) for an example ballot statement. If the ballot was not scanned at the vote center, the total ballot count was recorded in row A. Scanned ballots were recorded in row B. Row C, the sum of row A and B, was not used to collect this information for the audit since errors in addition were present on many ballot statements.

The total in-person ballots collected at vote centers was 124,459.

Counts of Drop Box ballots from Vote Centers were tallied in Excel file: "2024 Gen Ballot Stmts.xlsx"

Ballot Statement Observations

Observation 2: The ballot statement includes lines for 'All signatures of members of the board', i.e. those who worked at the Vote Center. The ballot statement includes the following statement below the signatures:

We further certify that the total number of official ballots received, spoiled, and canceled, found in the ballot container and the number accounted for is as indicated on the ballot statement. We further certify that the assisted voters list and challenge list show a complete list of all voters assisted or challenged (Elec Code Section 14107)

The form implies everyone that signed the statement reviewed and certified the counts and the Challenge List. REIT conducted poll watching in preparation for the audit and found:

- 1) The Vote Center Leads always reviewed the counts with the staff members who counted the ballots.
- 2) The Leads typically entered the counts on the ballot sheet.
- 3) Sometimes the Leads required all staff members to participate in review of the data on the form.
- 4) Sometimes the Leads asked other staff members to sign the ballot statement after step 1 above was completed.

Thus the process to review and certify the ballot statement data was inconsistent. REIT recommends the ROV revise the form to list who is responsible to review and certify the form content e.g. a minimum of two Leads, and document all others who participated in the vote center activities.

Observation 3: Math errors were observed on 49% of the ballot statements which included:

- Row A plus Row B did not equal Row C.
- Row A plus Row B plus Row E did not equal Row G (see Attachment 3)

19 vote centers were open 11 days: $19 \times 11 = 209$ statements

1 vote center was open 26 days: $1 \times 26 = 26$ statements

130 vote centers were open 4 days: $130 \times 4 = 520$ statements

A total of 755 statements were produced

368 ballot statements included irregularities

$368 / 755 = 49\%$

These math errors did not impact the results of the audit because the audit team did not utilize any math totals in calculating the number of ballots cast, i.e. only rows A, B, and E were used as inputs.

Additionally, some forms had missing data.

The expected error rate on ballot statements is zero mistakes. Improved documentation practices are required for these important forms. Additionally, the ROV should implement a review of all ballot statements as they arrive at the ROV daily in order to provide immediate feedback to any Vote Center still making mistakes when completing the statements. To facilitate feedback, it is recommended the Ballot Statement include the names of the Vote Center leads who need the immediate feedback.

Observation 4: The correct method to document a correction on a controlled form such as a ballot statement is to:

- Cross out the error with a single line
- Enter the corrected value
- Staff member signs and dates the correction

This method allows for review of the data later if questions arise. The ROV is recommended to train all staff to use this standard practice.

Observation 5: REIT conducted poll watching in preparation for the audit and found the process to have the voter sign the roster varied by site. In some cases, if the voter declined to sign the roster, no entry was made. In other cases, when the voter declined to sign the roster, the poll worker entered 'Refused to sign'. The latter method is the correct method.

The ROV needs to determine corrective action(s) to eliminate the inconsistent process.

Ballots Received by Facsimile / UOCAVA

REIT did not account for ballots received in this category (overseas / military). There was no objective evidence available to include in the audit. REIT offered to update the audit results when evidence could be provided by the ROV. The ROV reported 575 ballots were cast in this group, thus this amount does not impact the audit result.

Observation 6: The ROV should formalize the process to document ballots received from overseas.

Ballots Received by USPS

The ROV collected the counts of ballots received daily and tallied them on an excel spreadsheet.

Result

The number of ballots reported delivered by USPS was 403,898.

Rejected Ballots

Ballots may not be counted if they exhibit an error, e.g. no signature and ballot not cured, arrived after due date, no signature on VBM ballot envelope, conditional ballot not valid, etc. REIT used the ‘Challenged Returns by Issue Code’ report provided by the ROV to account for rejected ballots.

Ballots cast but not counted as reported by the ROV was 7,573.

REIT did not investigate how the ‘Challenged Returns’ report is compiled or validated.

RECONCILIATION RESULTS:

Mail ballots received from the POST OFFICE:	403,898.
Mail ballots received from all DROP BOXES:	370,307
CVR ballots received at the VOTE CENTERS:	34,119
In-Person ballots received at the VOTE CENTERS:	124,459
Ballots Received by Facsimile / UOCAVA:	575
Cast ballots NOT COUNTED by the ROV:	-7,573
TOTAL NUMBER OF BALLOTS CAST:	925,785
ROV “Final Certified Election Results”:	959,098
DIFFERENCE:	33,313

Number of ballots cast per ROV records was 925,785. The ROV final certified results for votes counted were 959,098. The difference is 33,313 more votes counted than ballots cast. This is a significant discrepancy.

Finding #1: The results of the audit indicate a significant error in accounting for all ballots cast versus votes counted. The accuracy requirement is found in the [2015 Voluntary Voting System Guidelines](#) produced by the Election Assistance Commission (EAC) established by Congress in 2002 pursuant to HAVA and adopted by California for use in their California Voting System Standards in 2014.

The county's voting system must comply with federal accuracy standards when a federal candidate is on the ballot, and it must comply with state accuracy standards in every election. In California, the state accuracy standard for a voting system mirrors the federal accuracy standard in HAVA. HAVA SEC 301 references section 3.2.1 of the Voting System Standards issued by the FEC. HAVA refers to 'ballot positions' instead of 'ballots'. The standards, Volume 1, 2002, allow one error per 500,000 ballot positions. Experts working for the FEC estimated that 500,000 ballot positions equaled 125,000 individual ballots (See Federal Election Commission [Voluntary Voting System Guidelines of 2015](#)). Thus, the standard of 1 error allowed for every 125,000 ballots cast or 0.0008% is applicable.

The difference of 33,313 ballots based on 925,210 ballots cast is 3.6%. Investigation into this significant discrepancy is required to identify root cause(s) and to implement corrective action(s). **Based on this error rate, the 2024 General Election should not have been certified.** It did not meet either the Federal or State accuracy standard required for the election to be certified. The public cannot have trust in the voting system when errors of this nature are present.

Recommendations

1. See Attachment 2 for recommendations provided to the ROV at the February 25th meeting.
2. The ROV must finish their SOP for their required reconciliation audit per California Election Code 15302 (d) as was promised by the Registrar at the April 10th meeting.
3. Include procedural steps to include [Facsimile](#) /UOCAVA ballots in the REIT SOP.
4. Develop written procedures for ensuring the accuracy of the daily ballot statements on the day those statements were created recording the number of ballots returned from the drop boxes, vote centers, and Post Office.

Attachment 1 -Standard Operating Procedure – Reconciliation

Proposed Standard Operating Procedure, (SOP), for Riverside County Citizen Reconciliation Audit

(revised 5/28/2025)

Purpose and Scope

This SOP outlines the procedures required for citizen volunteers to conduct a Reconciliation Audit of a Riverside County election: reconciling the number of ballots cast (the good ballots that are received from the voters in the election-via any allowed modality) with the number of votes recorded by the vote counting system per CA Election Code 15302d.

California Code, Elections Code - [ELEC § 15302](#) *(d) A reconciliation of the number of ballots counted, spoiled, canceled, or invalidated due to identifying marks, overvotes, or as otherwise provided by statute, with the number of votes recorded, including vote by mail and provisional ballots, by the vote counting system.*

1. Preparation Phase

- **Team Briefing:** Conduct a meeting with the audit team to clarify roles, responsibilities, and the timeline for the audit process.
- **Document Access:** Ensure that all necessary permissions are obtained to access election records.
- **Materials Required:**
 - Ballot statements from all vote centers for each day these vote centers are open during the election.
 - Vote By Mail Collection Forms from all designated drop boxes and drop off locations for each day these locations are open. These forms must be received and signed even if no ballots are received on a day the location is open.
 - A record generated by the ROV of the daily number of Riverside County ballots received from the Chicago Avenue United States Post Office. This record should include all the ballots received each day, including damaged ballots.
 - USPS receipts/invoices for election mail for the June 24, 2025 special primary election, from the earliest date to 10 days after polls close.
 - Ballot Card Accounting Record Log Sheet.
 - Record of ballots received by fax.
 - “Challenged Returns by Issue Code” report produced by ROV.
 - “Conditional Voter Registration Ballot Statistics” report produced by ROV.
 - A list of all vote centers, designated drop off locations, and the election officials staffing those locations.

- Total number of official ballots mailed to eligible voters on the roster.
- Total number of official ballots sent to active military of eligible overseas voters.
- Total number of official ballots returned to the ROV as undeliverable by the USPS.
- Total number of ballots received via Internet requests (RAVBM).

2. Calculation of Total Ballots Received During the Election

2.1 Ballots Received from the Chicago Avenue Post Office

● **Objective:** Verify and count the total number of ballots received from the Post Office.

● **Procedure:**

1. Request and receive copies of the USPS daily invoices received from USPS by the ROV during the election.
2. Request and receive a copy of the ROV generated spreadsheet of the number of ballots received each day from the Chicago Avenue Post Office. We understand that the ROV separates Riverside County ballots from other mail received and counts these ballots with the BlueCrest sorter in order to record the exact number of ballots received each day.
3. Compare the USPS receipts with the ballot number on the ROV spreadsheet to verify accuracy of the daily count of ballots received from the post office.
4. Record the total number of ballots received from the Post Office during the election.

2.2 Ballots Received via Drop-Off Locations

● **Objective:** Verify and count the total number of ballots received via drop-off locations.

● **Procedure:**

1. Request and receive copies of all daily Vote-by-Mail Collection Forms (VBM-CF) from all drop-off locations.
2. Record the total number of ballots received at each location.
3. Ensure all ballot statements have been received.
4. Record the total number of ballots received through each drop box.
5. Record the total the number of ballots received from all drop-off locations during the election.

2.3 Ballots Received via Vote Centers

● **Objective:** Verify and count the total number of ballots received via vote centers.

● **Procedure:**

1. Request and receive copies of all daily ballot statements from all vote centers.
2. Record any missing ballot statements by day and location.
3. Verify the accuracy of each ballot statement and resolve errors with the ROV.
4. Record the total number of in-person ballots received, the total number of provisional ballots received, and the total number of VBM's received.

2.4 Ballots received by Fax

- **Objective:** Request and receive copies of the ballot statement confirming the total number of ballots received by fax.
- **Procedure:** Request and receive the ROV's ballot statement or record of the number of ballots received by fax.

3. Calculation of Total Number of Ballots Rejected During Election

- **Objective:** Analyze and categorize all ballots rejected by the ROV.
- **Procedure:**
 1. Request the "Challenged Returns Based on Issue Codes" report from the ROV.
 2. Review each category of rejected ballots and its respective count including:
 - **Late Ballots:** Total ballots received via USPS past the deadline.
 - **Cancelled/Spoiled Ballots:** Total ballots cancelled or marked as spoiled.
 - **Empty Envelopes:** Total ballots received in empty envelopes.
 - **Non-Matching signature:** Ballots with a signature discrepancy and not cured.
 - **Rejected Provisional Ballots:** Provisional ballots rejected by the ROV according to ROV's "Conditional Voter Registration Ballot Statistics."

4. Reconciliation of "Good" Ballots Cast and Official Election Results

- **Objective:** Compare total number of "good" ballots cast with the Official Election Results
- **Procedure:**
 1. Verify ballot counts from the USPS, drop off locations, vote centers, and fax while excluding all ballots rejected by the ROV.
 2. Compare the number of "good" ballots cast with the number of votes counted by the vote counting system.

3. Determine whether the number of “good” ballots cast reconciles with the official count of votes

5. Audit Report

- **Objective:** Compile and submit a comprehensive audit report.
- **Procedure:**
 1. Summarize the findings, including total ballots received, ballots rejected for any reason, and any discrepancies.
 2. Include recommendations for process improvements based on audit observations.
 3. Submit the report to the Registrar of Voters, County COO, County CEO, and County Board of Supervisors and ensure it is available for public review.

6. Post-Audit Review

- **Objective:** Review audit findings with our county
- **Procedure:**
 1. Hold a debriefing session with the audit team.
 2. Schedule a debriefing session with the ROV, law enforcement, county council, and the ad-hoc election committee to discuss findings and insights.

Reconciliation Audit - November 2024 General Election

Presented to the Riverside County Board of Supervisors
by the Citizens of Riverside County Election Integrity Team
(REIT)

Purpose and Process of the Audit

The purpose of this audit was to check the accuracy and validity of the November 2024 “Final Certified Election Results” in Riverside County. To accomplish this purpose, the Riverside County Election Integrity Team (REIT) used official election records provided to them by the Riverside County Registrar of Voters (ROV) to reconcile the number of ballots cast in the election with the number of ballots counted by the voting system as required by California Election Code 15302d.

Public Records Requested

- ☐ Record of daily number of mail ballots received from the U.S. Post Office during the election
 - ☐ Ballot statements from all Vote Centers and stand-alone Drop Boxes
 - ☐ Tabulator Tapes from each Vote Center
 - ☐ Conditional Voter Registration (CVR) Ballot Statistics for all districts
 - ☐ Record of all challenged ballots -- ballots NOT counted for various reasons
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Final Certified Election Results

The totals below were taken from ROV's voteinfo.net website, using the "Pilot Reporting Tool" which, according to the ROV, "has been developed to enhance the end-user experience and facilitate a clearer understanding of election results."



Mail Ballots Received from the U.S.P.S.

COLLECTION METHOD: During the election, the ROV picked up mail when contacted by the Chicago Avenue Post Office.

At the ROV, election workers separated Riverside County ballots from the rest of the mail and fed these through the Blue Crest sorting machine in order to calculate the number of ballots received from the USPS each day.

These numbers were recorded on a spreadsheet which was provided to our audit team.

MAIL BALLOTS RECEIVED FROM POST OFFICE: 403,898

Mail Ballots Received from Drop Boxes

COLLECTION METHOD: During the election, ROV officials collected ballots placed by voters into official drop boxes, counted the number of ballots contained in those boxes, filled out ballot statements citing those numbers, and delivered both the signed statements and the ballots to the ROV. The ROV provided these ballot statements to our audit team after the election.

Vote By Mail Collection Forms from Drop Off/Drop Box locations: 143,167
Ballot Statements from Vote Center Drop Boxes: 227,140
MAIL BALLOTS RECEIVED FROM DROP BOXES: 370,307

CVR Ballots Received from Vote Centers

COLLECTION METHOD: During the election, ROV officials collected conditional or CVR ballots cast at Vote Centers throughout the county. At the end of each day, Election Officials at each Vote Center hand-counted these ballots, recorded these numbers on the Vote Center Ballot Statement, and delivered both the signed statement and the ballots to the ROV. The ROV provided these ballot statements to the audit team after the election.

CVR BALLOTS COLLECTED AT VOTE CENTERS: 34,119

In-Person Ballots Received from Vote Centers

COLLECTION METHOD: During the election, ROV officials collected in-person ballots cast at Vote Centers throughout the county. Election Officials hand-counted these ballots at the end of each day, recorded these numbers on ballot statements, and delivered both the statement and the ballots to the ROV. The ROV provided these signed ballot statements to the audit team after the election.

IN-PERSON BALLOTS COLLECTED AT VOTE CENTERS: 124,459

Not all Cast Ballots were Counted

CALCULATION METHOD: Each mail ballot is examined by the ROV to judge whether or not it may be legally counted. Ballots determined by the ROV to be invalid are not counted. The number of ballots not counted in this election are recorded on a document entitled "Challenged Returns by Issue Code." The document was provided to the audit team.

No Signature on Ballot Envelope: 731

Non-Matching Signature on Ballot Envelope: 6,842

TOTAL CAST BALLOTS NOT COUNTED: 7,573

Total Number of Ballots Cast

CALCULATION METHOD: The team calculated the total number of ballots cast by ballots received from the USPS, Drop Boxes, Vote Center In-Person and the ROV's record of the number of ballots Conditional ballots. The team subtracted which the ROV received but did not count.

Mail ballots received from the POST OFFICE :	403,898
Mail ballots received from the DROP BOXES:	370,307
CVR ballots received at the VOTE CENTERS:	34,119
In-Person ballots received at the VOTE CENTERS:	124,459
Cast ballots NOT COUNTED by the ROV:	-7,573
TOTAL NUMBER OF BALLOTS CAST:	925,785

Reconciliation Audit Summary

Number of BALLOTS CAST per ROV Records:	925,785
ROV "Final Certified Election Results" :	959,098
DIFFERENCE	33,313

Permissible variance 1 ballot in 125,000 Ballots Cast or 8 ballot errors allowed in this election.
(California Voting System Standards 4.1.1 Accuracy Requirements)

Conclusion - 2024 General Election Audit Results

Riverside County's current Voting System counted 33,313 more ballots than REIT's audit can account for using the Election Records provided by the ROV. The provided receipts do not account for these ballots.

Unless the ROV can account for this discrepancy supported by election records, we believe a complete forensic audit should be conducted to identify the reason for the discrepancy. It is the duty of the county to protect the integrity of our elections.

The number of ballots cast by voters did not reconcile with the number of ballots counted by the voting system which is a violation of California Election Code 15302(d).

Recommendations

1. "Create an election security task force comprised of the Riverside County District Attorney, the Riverside County Sheriffs Department, the Department of Homeland Security, the FBI and the California Secretary of State Criminal Division.
2. "Build working relationships with DHS Protective Security Division and Cybersecurity and Infrastructure Security Agency (CISA).
3. "Develop an election security playbook in conjunction with our CIT and federal, state, and local law enforcement partners.
4. "Actively communicate with voters on a regular basis regarding election security penalties for interference, and resources that are being used to 'protect ballots.'"

From BOS authorized Neal Kelly ROV Assessment Report, August 2023

Attachment 3 – Example Vote Center Ballot Statement



BALLOT STATEMENT

DATE: November 4, 2024

VC#: 2

REGULAR PAPER BALLOTS

The Number of <u>Unscanned</u> Voted Paper Ballots (Place in Unscanned Brown Voted Ballot Carton)	A 15
The Number of <u>Scanned</u> Voted Paper Ballots (Place in Scanned White Voted Ballot Carton)	B 363
Total (A+B)	C = 48
The Number of <u>Spoiled</u> Paper Ballots (Place envelopes with black ink in plastic bag and into the Red Transport Bag. Do not include Vote-by-Mail surrendered ballots)	D 2

CONDITIONAL VOTER REGISTRATION (CVR) ENVELOPES

The Number of Voted Orange CVR Envelopes (Place the envelopes in the plastic bag and into the Red Transport Bag)	E 19
The Number of <u>Spoiled</u> CVR Envelopes (Place envelopes with blue ink in plastic bag and into the Red Transport Bag)	F 0

ROSTER SIGNATURES

Total Number of Voter Signatures (Use the Workstation Summary Slip for Regular Rosters including Curbside Voters 1 - 5 and CVR Rosters 1 - 5)	G 68
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VOTE-BY-MAIL BALLOTS

The Number of Dropped Off Vote-by-Mail Ballots (Place the envelopes in the plastic bag and any overflow envelopes into the Red Transport Bag. If needed, use the Brown cardboard VBM Ballot Box for overflow VBM Ballots).	H 117
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We further certify that the total number of official ballots received, voted, rejected, spoiled and canceled, found in the ballot container and the number accounted for is as indicated on the ballot statement. We further certify that the assisted voters list and challenge list show a complete list of all voters assisted or challenged. (Elec Code § 14107)

Signatures of All Members of the Board:

Attachment 3 (cont'd):

County of Riverside Registrar of Voters Vote-By-Mail Collection Form (VBM-CF)	
Date of Arrival: 05.27.25	Time of Arrival: 9:30 AM/PM
Drop Off Center's Location: Woodcrest Library	Drop Off Box Number: 17
Number of VBM Ballot Envelopes Collected: 2	
Security Chamber Seal's Serial Number: 23016821	
Collector's Name: Alejandra Martinez	Collector's Signature: <i>Ale M.</i>
Observer's Name: Julia Harris	Observer's Signature: <i>Julia Harris</i>
Date of Departure: 05.27.25	Time of Departure: 3:00 AM/PM
Date of Arrival: (ROV) 05.27.25	Time of Arrival: (ROV) 3:30 AM/PM

VBM-CF-Form-V1.2020