

2013

County Auditor Election Workshop

Sponsored by the Secretary of State's Office

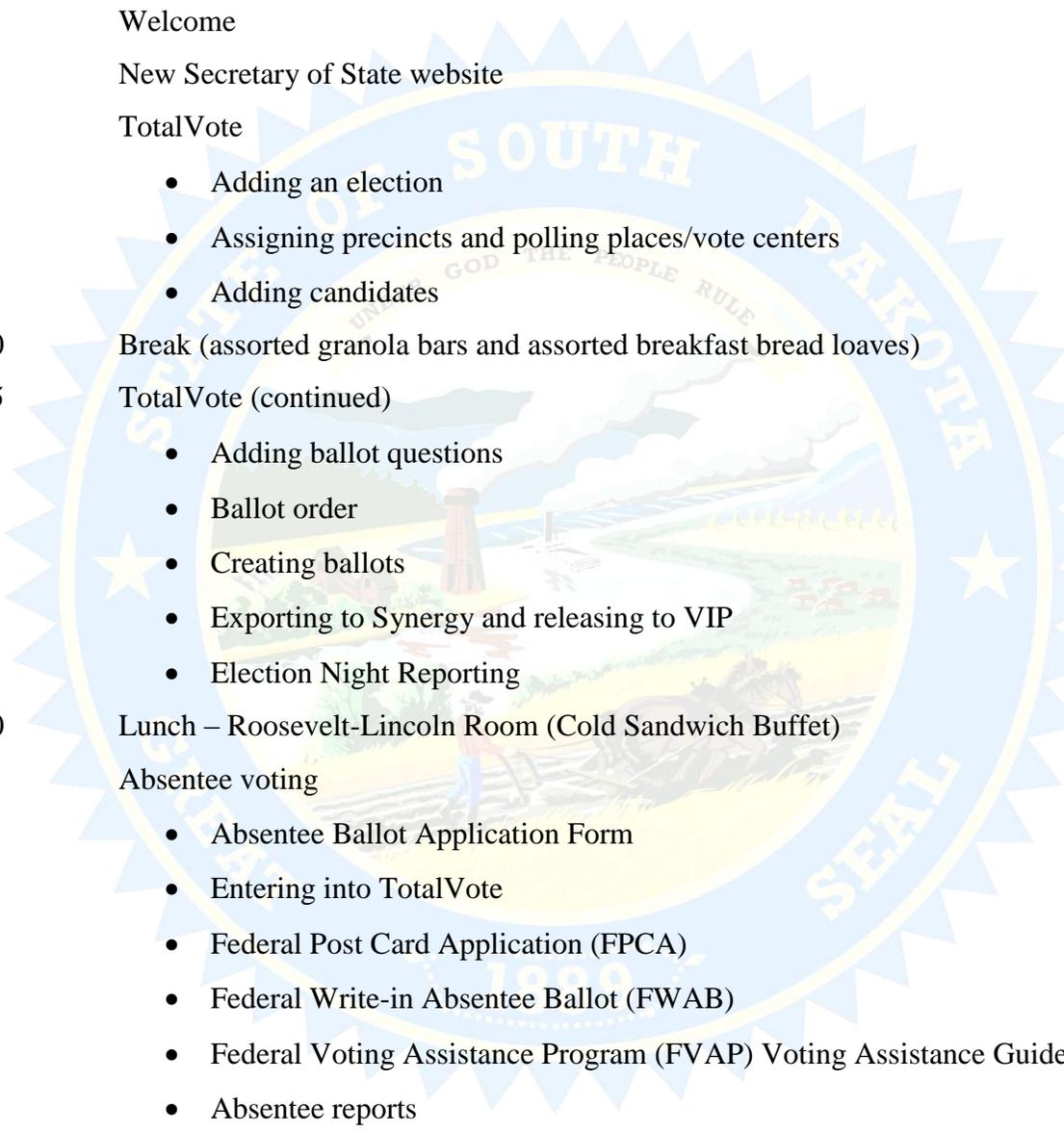


November 13th - 15th
Ramkota Hotel, Sioux Falls, SD

2013 COUNTY AUDITOR ELECTION WORKSHOP AGENDA

November 13-15, 2013

Wednesday, November 13, 2013 – Amphitheater II

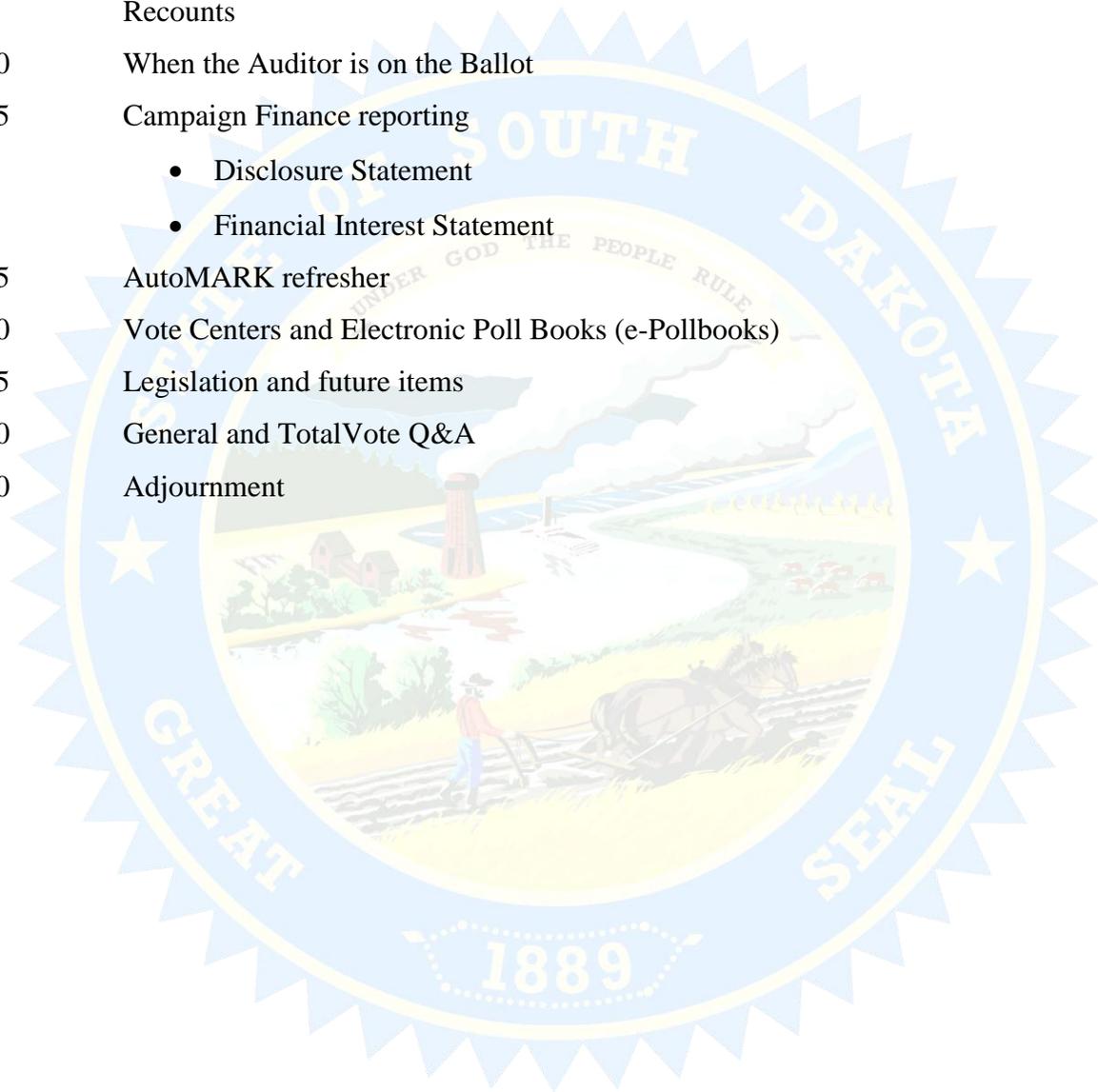
- 
- The seal of South Dakota is a large, circular emblem with a serrated outer edge. It features a central landscape scene with a windmill, a river, and a train. The words "SOUTH DAKOTA" are written in a semi-circle at the top, and "SEAL" is at the bottom. The motto "UNDER GOD THE PEOPLE RULE" is inscribed around the inner border of the seal.
- 8:00 Registration
- 9:00 Welcome
- 9:15 New Secretary of State website
- 9:30 TotalVote
- Adding an election
 - Assigning precincts and polling places/vote centers
 - Adding candidates
- 10:30 Break (assorted granola bars and assorted breakfast bread loaves)
- 10:45 TotalVote (continued)
- Adding ballot questions
 - Ballot order
 - Creating ballots
 - Exporting to Synergy and releasing to VIP
 - Election Night Reporting
- 12:00 Lunch – Roosevelt-Lincoln Room (Cold Sandwich Buffet)
- 1:00 Absentee voting
- Absentee Ballot Application Form
 - Entering into TotalVote
 - Federal Post Card Application (FPCA)
 - Federal Write-in Absentee Ballot (FWAB)
 - Federal Voting Assistance Program (FVAP) Voting Assistance Guide
 - Absentee reports
- 3:15 Break (assorted gourmet cookies and fudge-iced chocolate brownies)
- 3:30 Mobile Election Application
- 3:30 Federal Voting Assistance Program (FVAP) grant
- 5:00 Adjournment
- 5:00 – 6:00 Optional One-on-One TotalVote Q&A

Thursday, November 14, 2013 – Amphitheater II

- 7:30 Continental Breakfast (assorted fruit danishes, regular muffins and fruit)
- 8:00 2014 Election Calendar
- 8:30 Positions to be elected in 2014/Convention Delegates
- 9:00 Republican and Democratic Primaries
- Registered as “NPA” or “Other”?
- 9:30 Petitions
- Filing deadlines
 - Publishing deadlines
 - Fillable petitions
- 10:00 Break (fudge-iced chocolate brownies and doughnuts)
- 10:15 EAC Election Administration and Voting Survey (EAC Election Day Survey)
- 10:30 Election Administrator’s Handbook
- 11:00 Poll Watcher and Observer Guidelines
- 11:15 Polling place set-up best practices
- 11:30 McCleod’s Printing
- 12:00 Lunch – Harvest Room (Little Italy Buffet)
- 1:00 Synergy Graphics
- Test Decks
 - e-Synergy
- 2:30 ES&S
- Unity 3.4.0.0 Overview
 - M-850
 - Ballot On Demand
- 3:15 Break (assorted bars and cookies)
- 3:30 Tabulating systems procedures and counting
- 4:00 Breakout sessions
- M-650 – Minnehaha County Administration Building
 - M-100 – Amphitheater II
- 5:00 Adjournment
- 5:00 – 6:00 Optional One-on-One TotalVote Q&A

Friday, November 15, 2013 – Amphitheater II

- 7:30 Continental Breakfast (assorted bagels, cinnamon rolls, caramel rolls and fruit)
- 8:00 Provisional Ballots
- 8:15 Resolution Boards
- 8:30 County and State Canvass
- 9:30 Recounts
- 10:00 When the Auditor is on the Ballot
- 10:15 Campaign Finance reporting
- Disclosure Statement
 - Financial Interest Statement
- 10:45 AutoMARK refresher
- 11:00 Vote Centers and Electronic Poll Books (e-Pollbooks)
- 11:15 Legislation and future items
- 11:30 General and TotalVote Q&A
- 12:00 Adjournment





2013

COUNTY AUDITOR
ELECTION WORKSHOP

SPONSORED BY THE SECRETARY OF STATE'S OFFICE

Ramkota Hotel, Sioux Falls, SD

WELCOME

- To view online, please go to sdsos.gov and click on Election Information from the Elections drop-down menu.
- Click on Election Presentations
- 2013 County Auditor Election Workshop



NEW SECRETARY OF STATE WEBSITE

- <http://sdsos.gov.previewdns.com/default.aspx>



Adding Candidates

Adding a candidate into TotalVote begins with selecting the correct election in which the voter will be a candidate in. If you have not created the election yet in TotalVote, you will need to create an election prior to adding candidates. To create an election, choose **Elections** from the **Elections** drop-down menu.

The screenshot shows the TotalVote web application interface. At the top, it says 'SECRETARY OF STATE Jason M. Gant' and 'TOTAL VOTE' with a logo. A navigation bar includes 'Home', 'Voter', 'Reports', 'Elections', and 'State Utilities'. The 'Elections' menu is open, showing options: 'Polling Places', 'Elections', 'Races', 'Export to Synergy', 'Returns', 'Canvass', 'Returns Administration', 'Master Races', and 'Process Winners and Races'. The 'Elections' option is highlighted with a red box. Below the menu, there are search fields for 'Last Name', 'First Name', and 'Bar Code/Voter ID', and a 'Go' button. A 'Welcome to TotalVote' message and a county selection dropdown are also visible.

Your screen should look similar to the picture below. (Every county will look different, as the elections are unique to your county). The screen shot below was taken from the TotalVote test site and shows many elections that are used for testing purposes. Your screen should not be as full.

The screenshot shows the TotalVote web application interface displaying a list of elections. The 'Elections' menu is selected in the navigation bar. A table lists various elections with columns for 'Election Name', 'Type', 'Date', and actions like 'Select' and 'Edit'. The 'General Election' row is highlighted in yellow, and its 'Select' button is also highlighted with a red box. A green box highlights the '+ Add new record' button. The page includes a search bar, a 'Refresh' button, and a footer with page navigation and '49 items in 3 pages'.

Election Name	Type	Date		
2014 Primary Election	Primary	06/03/2014	Select	Edit
General Election	General	12/03/2013	Select	Edit
Brookings School District Bond Election	School	11/12/2013	Select	Edit
City of Lead	Municipal	11/05/2013	Select	Edit
General	General	11/05/2013	Select	Edit
Testing	General	10/08/2013	Select	Edit
Testing Two	Primary	09/30/2013	Select	Edit
Test	General	09/16/2013	Select	Edit
City Test	Municipal	08/23/2013	Select	Edit
School Test	School	08/22/2013	Select	Edit
Friday Election (test)	General	08/16/2013	Select	Edit
2013 Aberdeen School	School	07/16/2013	Select	Edit
Run Off	Municipal	06/25/2013	Select	Edit
2013 Frederick City	Municipal	06/18/2013	Select	Edit
2013 Watertown Municipal/School Board	Combined	06/18/2013	Select	Edit
Pierre Municipal/School Board	Combined	06/04/2013	Select	Edit
Harding County School Board	School	06/04/2013	Select	Edit
Rapid City Municipal/School Board	Combined	06/04/2013	Select	Edit
Aberdeen Municipal	Municipal	06/04/2013	Select	Edit
Mitchell School Board	School	06/04/2013	Select	Edit

Using the screen shot on the previous page, if the election has already been created, select the appropriate election by clicking on **Select** (red box). After you have clicked on **Select**, the election that you selected will be highlighted in yellow. If the election has not been created, click on **Add new record** (green box).

Then, in the **Add new record** box, enter the appropriate information and click on **Insert**. Please note that when the **Date** of the election is entered, the **Registration Closed**, **Absentee Open** and **Absentee Closed** fields will be automatically populated with dates associated with a federal election. If you are running an election for a local jurisdiction (municipal, school, etc.), you will need to change the dates accordingly.

The screenshot shows the 'Add new record' form on the Secretary of State website. The header includes the logo for Jason M. Gant and a 'TOTAL VOTE' logo. The user is logged in as Brandon Hughes. The navigation menu includes Home, Voter, Reports, Elections, and State Utilities. A quick search bar is present with fields for Last Name, First Name, and Bar Code/Voter ID. The main form has the following fields:

- County: State (dropdown)
- Election Name: (text input)
- Type: General (dropdown)
- Date: (calendar icon)
- Registration Closed: (calendar icon)
- Absentee Open: (calendar icon)
- Absentee Closed: (calendar icon)

Buttons for 'Insert' and 'Cancel' are at the bottom left, and a 'Refresh' button is at the top right.

Once the election is created, you will be brought to the **Races** screen.

The screenshot shows the 'Races' screen on the Secretary of State website. The header is the same as the previous screenshot. The user is logged in as Brandon Hughes. The navigation menu includes Home, Voter, Reports, Elections, and County Utilities. A quick search bar is present. Below the search bar are tabs for State, County, Ballot Questions, and Ballots. A 'Set Candidate Order' button is visible. The main area has an 'Add New Race' button and a table with the following columns:

Ballot Title	Vote For	Term	District Type	District	Is Primary Partisan	Is Primary NonPartisan	Is General	Is Secondary	Is Special	In Election
No records to display.										

A green box highlights the text 'General Election - 12/3/2013' in the top right corner of the page.

As you can see in the screen shot above, there are no races added yet for the election selected. You will see that election selected is the **General Election – 12/3/2013** (green box). Now you can begin to add candidates or ballot questions. To add a candidate, first search for the voter in either the **Quick Search** or **Data Generator**. After you search and select the appropriate voter, you will add the voter to a race from the actual voter record.

Once you have selected the appropriate voter that you would like to add to a race, select the **Add To Race** (red box) tab.

SECRETARY OF STATE
Jason M. Gant

Hi Brandon ! [Log Out]
Hughes
11,042 Active Voters
General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search [Last Name] [First Name] [Bar Code/Voter ID] Go

Voter ID	Name	DL#	SSN	DOB	Age	Last Reg Date	Status	Party	County	Last Voted	Go to Scan Page
593968	<Skywalker, Luke >	01234567	1234	06/15/1981	32	10/25/2013	Active	REP	Hughes		

Voter Info Edit Voter Absentee Voter History Validate Imaging Change Log Notifications **Add To Race**

Close Dymo Label Absentee Request Vote In Person

Residence Address: 119 River Rd, Pierre, SD, 57501-5218, Hughes
 Mailing Address: 119 River Rd, Pierre, SD, 57501-5218
 Personal Email: [Empty] Telephone: (605) 280-8701 Split: 36003101 Poll Worker Int
 Original Reg. Date: 10/25/2013
 Source of Registration: In person at Auditor office Notes: [Empty]

Code	Name
31	PRE-Precinct-31
24	SEN-Dist-24
24	HOU-Dist-24
Pierre	MUN-Pierre City
322	SCH-Pierre School District 32-2

Name	Address	City	State	Instructions
#31-Pierre Poplar Avenue Fire Station	721 N. Poplar	Pierre	SD	

Ballot	Date	Election
General Test	11/05/2013	General

The fields on the **Add To Race** tab are populated based off of the voter's registration information. For example: Party, First Name, Middle Name, Last Name, Suffix, Residence Address, City, State and Zip are already populated if there is information for that voter (see below).

SECRETARY OF STATE
Jason M. Gant

Hi Brandon ! [Log Out]
Hughes
11,042 Active Voters
General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search [Last Name] [First Name] [Bar Code/Voter ID] Go

Voter ID	Name	DL#	SSN	DOB	Age	Last Reg Date	Status	Party	County	Last Voted	Go to Scan Page
593968	<Skywalker, Luke >	01234567	1234	06/15/1981	32	10/25/2013	Active	REP	Hughes		

Voter Info Edit Voter Absentee Voter History Validate Imaging Change Log Notifications Add To Race

Races: - Select a race - District: [Empty] Party: Republican Filing Date: 10/25/2013

Candidate name and address as it will appear on the ballot. Change if needed.

First Name: Luke Middle Name: [Empty] Last Name: Skywalker Suffix: [Empty]
 Residence Address: 119 River Rd City: Pierre State: SD Zip: 57501-5218

Add To Race
Go To Races

To start, select the race in which the candidate is running for by selecting the appropriate race from the **Races** drop-down menu. In the drop-down menu, there are 5 columns that tell you what you are selecting. The first column is the **Added** column and this column simply tells you if the race has been added or not. The next column is the **Race** column. The third column is the **Vote For** column which explains how many offices there are, followed by the **Term** column. The last column is the **DistrictType** column which tells you which district the race is for (i.e. Ward, County, etc.). For this example, I will select County Auditor (red box), voter for 1 for a 4 year term.

The screenshot shows the Secretary of State website interface. At the top, it says "SECRETARY OF STATE Jason M. Gant" and "TOTAL VOTE". There is a navigation menu with "Home", "Voter", "Reports", "Elections", and "County Utilities". A "Quick Search" bar is present with fields for "Last Name", "First Name", and "Bar Code/Voter ID".

Voter information for Luke Skywalker is displayed:

Voter ID	Name	DL#	SSN	DOB	Age	Last Reg Date	Status	Party	County	Last Voted	Go to Scan Page
593968	Skywalker, Luke	01234567	1234	06/15/1981	32	10/25/2013	Active	REP	Hughes		

Below the voter info are buttons for "Voter Info", "Edit Voter", "Absentee", "Voter History", "Validate", "Imaging", "Change Log", "Notifications", and "Add To Race".

The "Races" section shows a dropdown menu set to "County Commissioner" and a "District" dropdown. A table of available races is shown:

Added	Race	Vote For	Term	DistrictType
No	Alderman	1	4	WAR
No	Conservation District Supervisor, Rural Landowner or Occupier	2	4	SCD
No	Conservation District Supervisor, Rural Landowner or Occupier	2	2	SCD
No	Conservation District Supervisor, Rural Landowner or Occupier	1	4	SCD
No	Conservation District Supervisor, Rural Landowner or Occupier	1	2	SCD
No	Conservation District Supervisor, Taxpayer of Real Property	1	4	SCD
No	Conservation District Supervisor, Taxpayer of Real Property	1	2	SCD
No	Conservation District Supervisor, Urban Area	1	4	SCD
No	Conservation District Supervisor, Urban Area	1	2	SCD
No	County Auditor	1	4	CTY
No	County Auditor	1	2	CTY
No	County Auditor/Register of Deeds	1	4	CTY
No	County Auditor/Register of Deeds	1	2	CTY
No	County Commissioner	1	4	CTY
No	County Commissioner	1	2	CTY
No	County Commissioner At Large	3	4	CTY
No	County Commissioner At Large	2	4	CTY
No	County Commissioner At Large	1	4	CTY
No	County Commissioner At Large	3	2	CTY
No	County Commissioner At Large	2	2	CTY
No	County Commissioner At Large	1	2	CTY
No	County Coroner	1	4	CTY

On the right side, there are fields for "Party" (Republican), "Filing Date" (10/25/2013), "Last Name" (Skywalker), "Suffix", "State" (SD), and "Zip" (57501-5218).

If the race is non-political, the **Party** field will change from their political party to **NON** for non-political. Their political party will not actually change on their voter record, only on the **Races** screen for that particular election.

Since I selected County Auditor, the **District** will remain blank because that race affects the entire county. The **Filing Date** is populated with today's date. If the candidate wants their name to appear on the ballot as something different from their voter registration information, you will make the change in the **First Name, Middle Name, Last Name** and **Suffix** fields. For example, I will change Luke Skywalker (red box) to L. "Jedi" Skywalker (green box).

SECRETARY OF STATE
Jason M. Gant

Hi Brandon ! [Log Out]
Hughes
11,042 Active Voters
General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go

Voter ID: 593968 | Name: Skywalker, Luke | DL#: 01234567 | SSN: 1234 | DOB: 06/15/1981 | Age: 32 | Last Reg Date: 10/25/2013 | Status: Active | Party: REP | County: Hughes | Last Voted: | Go to Scan Page: []

Voter Info Edit Voter Absentee Voter History Validate Imaging Change Log Notifications Add To Race

Races: County Auditor | District: | Party: Republican | Filing Date: 10/25/2013

Candidate name and address as it will appear on the ballot. Change if needed.

First Name: Luke | Middle Name: | Last Name: Skywalker | Suffix: []

Residence Address: 119 River Rd | City: Pierre | State: SD | Zip: 57501-5218

Add To Race
Go To Races

SECRETARY OF STATE
Jason M. Gant

Hi Brandon ! [Log Out]
Hughes
11,042 Active Voters
General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go

Voter ID: 593968 | Name: Skywalker, Luke | DL#: 01234567 | SSN: 1234 | DOB: 06/15/1981 | Age: 32 | Last Reg Date: 10/25/2013 | Status: Active | Party: REP | County: Hughes | Last Voted: | Go to Scan Page: []

Voter Info Edit Voter Absentee Voter History Validate Imaging Change Log Notifications Add To Race

Races: County Auditor | District: | Party: Republican | Filing Date: 10/25/2013

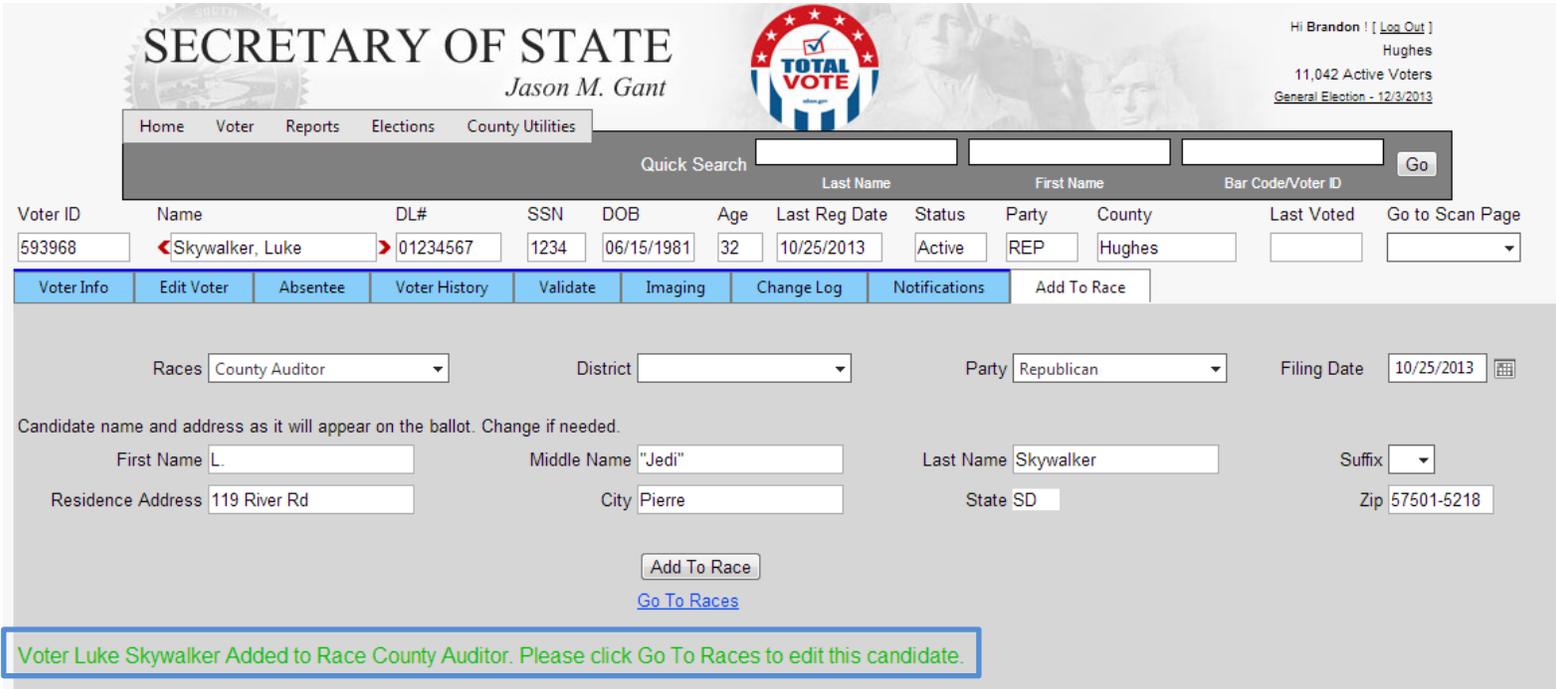
Candidate name and address as it will appear on the ballot. Change if needed.

First Name: L. | Middle Name: "Jedi" | Last Name: Skywalker | Suffix: []

Residence Address: 119 River Rd | City: Pierre | State: SD | Zip: 57501-5218

Add To Race
Go To Races

After you have made the necessary changes, click on the **Add To Race** button. After you have added the candidate to the race, you will see a message appear below the **Go To Races** link. For this example “Voter Luke Skywalker Added to Race County Auditor. Please click Go To Races to edit this candidate.” appeared below after adding the candidate to the race (blue box).



SECRETARY OF STATE
Jason M. Gant

Hi Brandon ! [Log Out]
Hughes
11,042 Active Voters
General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search

Last Name First Name Bar Code/Voter ID

Voter ID	Name	DL#	SSN	DOB	Age	Last Reg Date	Status	Party	County	Last Voted	Go to Scan Page
593968	< Skywalker, Luke >	01234567	1234	06/15/1981	32	10/25/2013	Active	REP	Hughes		

Voter Info Edit Voter Absentee Voter History Validate Imaging Change Log Notifications **Add To Race**

Races County Auditor District Party Republican Filing Date 10/25/2013

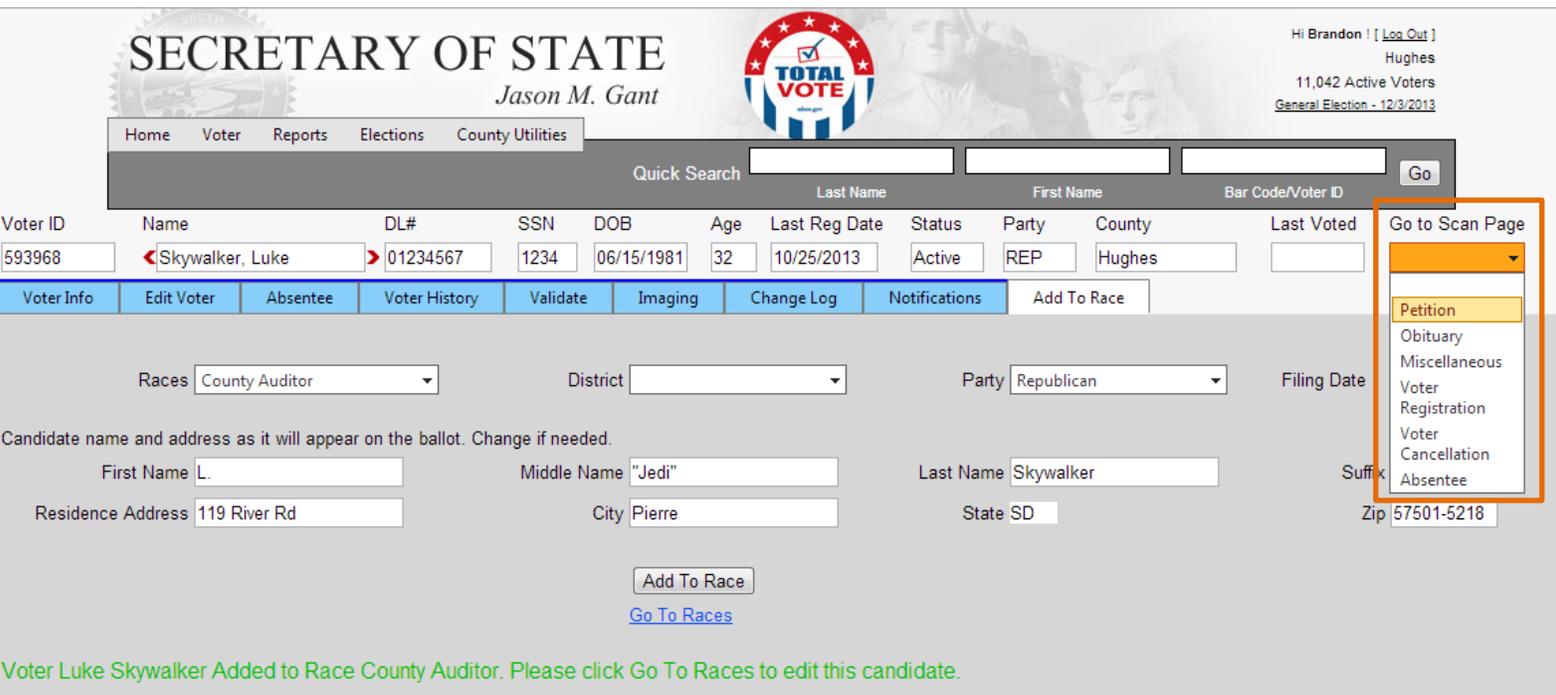
Candidate name and address as it will appear on the ballot. Change if needed.

First Name L Middle Name "Jedi" Last Name Skywalker Suffix
Residence Address 119 River Rd City Pierre State SD Zip 57501-5218

[Go To Races](#)

Voter Luke Skywalker Added to Race County Auditor. Please click Go To Races to edit this candidate.

Once you have added the candidate to the race, you can scan in the candidate’s petitions by going to the **Go to Scan Page** and select **Petition** (orange box). Once you get to the Scan page, you can scan in the petitions like you would for anything else that you would want to scan into TotalVote.



SECRETARY OF STATE
Jason M. Gant

Hi Brandon ! [Log Out]
Hughes
11,042 Active Voters
General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search

Last Name First Name Bar Code/Voter ID

Voter ID	Name	DL#	SSN	DOB	Age	Last Reg Date	Status	Party	County	Last Voted	Go to Scan Page
593968	< Skywalker, Luke >	01234567	1234	06/15/1981	32	10/25/2013	Active	REP	Hughes		

Voter Info Edit Voter Absentee Voter History Validate Imaging Change Log Notifications **Add To Race**

Races County Auditor District Party Republican Filing Date

Candidate name and address as it will appear on the ballot. Change if needed.

First Name L Middle Name "Jedi" Last Name Skywalker Suffix
Residence Address 119 River Rd City Pierre State SD Zip 57501-5218

[Go To Races](#)

Voter Luke Skywalker Added to Race County Auditor. Please click Go To Races to edit this candidate.

On the Races screen, you will now see that L. "Jedi" Skywalker has been added to the County Auditor race in Hughes County for the General Election on 12/3/2013.

SECRETARY OF STATE
Jason M. Gant

Hi Brandon ! [Log Out]
Hughes
11,042 Active Voters
General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go

Last Name First Name Bar Code/Voter ID

State County Ballot Questions Ballots

Set Candidate Order

+ Add New Race Refresh

Ballot Title	Vote For	Term	District Type	District	Is Primary Partisan	Is Primary NonPartisan	Is General	Is Secondary	Is Special	In Election		
County Auditor	1	4	CTY		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete	Edit

Refresh

Title	First	Middle	Last	Suffix	Incumbent	Filing Date	Party	FIS	FIS Updated	Ballot Order	Winner		
	L.	"Jedi"	Skywalker		<input type="checkbox"/>	10/25/2013	REP				<input type="checkbox"/>	Delete	Edit

Repeat these same steps to add other candidates to a race. If the race has already been added, the next time you add a candidate to that race; the race will be at the top of the **Races** drop-down menu and will be highlighted in grey. You will also notice that in the **Added** column, No was changed to Yes.

Races [] District [] Party Republican Filing Date 10/25/2013

Added	Race	Vote For	Term	DistrictType
Yes	County Auditor	1	4	CTY
No	Alderman	1	4	WAR
No	Conservation District Supervisor, Rural Landowner or Occupier	2	4	SCD
No	Conservation District Supervisor, Rural	2	2	SCD

Candidate name and address
First Name
Residence Address

Last Name Johnson Suffix
State SD Zip 57501

Adding Ballot Questions

Adding ballot questions begins with selecting the correct election in which the ballot question will be presented on. If you have not created the election yet, please refer to the **Adding Candidates** manual to do so. If the election has been created, please select that election. If you do not know how to select an election, again please refer to the **Adding Candidates** manual to do so. Once you have the correct election selected, please choose **Races** from the **Elections** drop-down menu. On the **Races** screen, click on the **Ballot Questions** tab (red box).

The screenshot shows the top navigation bar with the Secretary of State logo and name, Jason M. Gant. A 'TOTAL VOTE' logo is also present. The user is logged in as Brandon Hughes, with 11,042 active voters for the General Election on 12/3/2013. The navigation menu includes Home, Voter, Reports, Elections, and County Utilities. A quick search bar is available with fields for Last Name, First Name, and Bar Code/Voter ID. Below the navigation, there are tabs for State, County, Ballot Questions (highlighted with a red box), and Ballots. A 'Set Candidate Order' button is also visible. A table of ballot questions is shown below, with a green box highlighting the '+ Add New Race' button.

	Ballot Title	Vote For	Term	District Type	District	Is Primary Partisan	Is Primary NonPartisan	Is General	Is Secondary	Is Special	In Election		
>	County Auditor	1	4	CTY		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete	Edit

On the **Ballot Questions** tab, click on **Add new record** (green box).

This screenshot is similar to the previous one, but the '+ Add new record' button is highlighted with a green box. The table below it is empty, displaying 'No records to display.'

District Type	District	Title		
No records to display.				

Please note that the only time that you will have to add a ballot question is if there is a county ballot question or a ballot question for a local election (i.e. municipal, school, etc.) if you are the person in charge of that election. A statewide ballot question will be added by the Secretary of State's office.

On the **Add new record** screen, the **District Type**, **District**, **Type** and **Recitation Type** fields are drop-down boxes. Click the correct option for each box. After you have selected the **District Type**, the **District** drop-down box will populate with the correct jurisdictions for the **District Type** that you selected. For example, if you select *County*, the **District** drop-down box will disappear since there is no need to select the **District**. If you select *Municipal*, the **District** drop-down box will populate with all the Municipal jurisdictions in your county and TotalVote will do the same if you select School in the **District Type**.

The screenshot shows the 'Add new record' form for the Secretary of State. The form includes the following fields and options:

- Navigation:** Home, Voter, Reports, Elections, County Utilities
- Search:** Quick Search with fields for Last Name, First Name, and Bar Code/Voter ID, and a Go button.
- Form Tabs:** State, County, Ballot Questions, Ballots
- Form Fields:**
 - District Type: Select District Type
 - District: Select District
 - Title: [Text Field]
 - Type: Select Ballot Question Type
 - Number: [Text Field]
 - Office Seq Num: [Text Field]
 - Date Received: 10/28/2013
 - Date Filed: 10/28/2013
 - Recitation Type: Select Recitation Type
 - Ballot Recitation: [Text Area]
 - Recitation Yes: [Text Field]
 - Recitation No: [Text Field]
- Buttons:** Spell Check, Insert, Cancel
- Status:** No records to display.

For this manual, I will select *County* in the **District Type** and *Referendum* from the **Type**. Fill in the Number and Off Seq Number fields. The number field is if there is a number or letter tied to the ballot question (i.e. Referred Law 14, Initiated Measure 15, Constitutional Amendment O, etc.). The **Office Seq Number** field determines the order of the ballot question on the ballot. You **may not** use an **Office Seq Number** more than once for the same election. Available Office Seq Numbers for county measures are 941-960, for municipal measures 961-980 and for school measures 981-999. A typical example would be to use the first available office sequence number such as 941 for the first county ballot question and the next higher number, 942, for the next county ballot question for that election.

The **Date Received** and **Date Filed** fields are dates for you to track when the ballot question were received and filed in your office.

The **Ballot Recitation** would be the explanation as it is to appear on the ballot and was determined by an attorney. The **Recitation Type** is a drop-down box to indicate who wrote the explanation.

The **Recitation Yes** and **Recitation No** fields are the Vote Yes and Vote No statements as they would appear on the ballot.

After you have completed all the fields, click on **Insert**. The **Ballot Questions** tab on the **Races** screen will appear similar to the screen shot below. When the Secretary of State's office adds a ballot question, they will appear on your **Ballot Questions** tab.



SECRETARY OF STATE

Jason M. Gant



Hi Brandon ! [[Log Out](#)]

Hughes

11,042 Active Voters

[General Election - 12/3/2013](#)

Home
Voter
Reports
Elections
County Utilities

Quick SearchGo

Last Name
First Name
Bar Code/Voter ID

State
County
Ballot Questions
Ballots

+ Add new record
Refresh

District Type	District	Title		
CTY		An Act to refer a law.	Edit	Delete

Creating Ballots

Creating ballots begins with selecting the correct election in which the ballots will be created for. If you have not created the election yet, please refer to the **Adding Candidates** manual to do so. If the election has been created, please select that election. If you do not know how to select an election, again please refer to the **Adding Candidates** manual to do so. Once you have the correct election selected, please choose **Races** from the **Elections** drop-down menu. On the **Races** screen, click on the **Ballots** tab (red box).

The screenshot shows the Secretary of State TotalVote application interface. At the top, it says "SECRETARY OF STATE Jason M. Gant" and "TOTAL VOTE". There is a navigation menu with "Home", "Voter", "Reports", "Elections", and "County Utilities". A "Quick Search" bar is present with fields for "Last Name", "First Name", and "Bar Code/Voter ID". Below the navigation, there are tabs for "State", "County", "Ballot Questions", and "Ballots", with "Ballots" highlighted in a red box. A "Set Candidate Order" button is visible. Below the tabs, there is a table with columns: "Ballot Title", "Vote For", "Term", "District Type", "District", "Is Primary Partisan", "Is Primary NonPartisan", "Is General", "Is Secondary", "Is Special", "In Election", "Delete", and "Edit". The table contains one row for "County Auditor" with values: 1, 4, CTY, [checked], [unchecked], [checked], [unchecked], [unchecked], [checked], [Delete], [Edit].

On the Ballots tab, click on the **Create Ballot Styles** button (green box).

The screenshot shows the Secretary of State TotalVote application interface, similar to the previous one. The "Ballots" tab is selected. Below the tabs, there is a "Create Ballot Styles" button highlighted in a green box, followed by a checkbox for "UOCAVA Ballots". Below this, there is a table with columns: "Ballot Name", "Ballot #", "Party", and "Created". The table contains the text "No records to display." and a "Refresh" button.

After you have clicked on the button, your ballots will be created. As you or the Secretary of State's office adds more and more candidates or ballot questions to TotalVote your ballot will change. You may click on the **Create Ballot Styles** button as much as you would like. Each time you click on that button, TotalVote will check your County and Ballot Questions tabs and determine your ballots based off of what information is in those tabs. For example, you may create your ballots one day when you only have one candidate entered into TotalVote and one ballot will be created and the next time you create your ballots, you may have more than one ballot because you

added more candidates or the Secretary of State's office added a legislative candidate or a statewide ballot question. For this manual, I have entered one candidate into TotalVote and created one ballot questions. I click on the **Create Ballot Styles** button and one ballot was created (screen shot below).

SECRETARY OF STATE
Jason M. Gant

Hi Brandon ! [Log Out]
Hughes
11,042 Active Voters
General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go
Last Name First Name Bar Code/Voter ID

State County Ballot Questions Ballots

Create Ballot Styles UOCAVA Ballots

Ballot Name	Ballot #	Party	Created
>	360001	View Ballot	10/28/2013 11:10:52 AM

Refresh Edit

You can see when the ballot was created, the ballot number, the Party of the ballot for a Primary Election. After you have created the ballot, you may name the ballot. To do so, click on Edit (blue box).

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Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go
Last Name First Name Bar Code/Voter ID

State County Ballot Questions Ballots

Create Ballot Styles UOCAVA Ballots

Ballot Name	Ballot #	Party	Created
> []	360001	View Ballot	10/28/2013 11:10:52 AM

Refresh Update Cancel

The **Ballot Name** field will be selected and you may name your ballot. You may name your ballot whatever you would like. Once you have named your ballot, click on **Update**. After you have named your ballot, the name that is tied to that ballot number will not change. The name of the ballot will appear on the upper right hand corner of the sample ballot. For this manual, I named the ballot "General". To view the ballot, click on **View Ballot**.

The screen shot below is the ballot that was created for the General Election on December 3, 2013 after I have added one candidate and one ballot question and named it "General".

SAMPLE GENERAL ELECTION BALLOT

A	B	C
<p align="center">December 3, 2013</p>	<p align="center">Hughes County</p>	<p align="center">SOUTH DAKOTA</p>
General		
<p>Instructions to the Voter: To vote for a person FILL IN the oval next to the name. To vote on a ballot question FILL IN the oval next to "yes" or "no". Use only a pencil or pen. If you make a mistake, give the ballot back and get a new one. DO NOT cast more votes than are allowed in each race.</p>		
<p align="center">For County Auditor you may vote for <u>one</u> or leave it blank</p>		
<p><input type="radio"/> L. "Jedi" Skywalker Republican Party</p>		
<p>Referendum 1</p>		
<p>An Act to refer a law.</p>		
<p>States Attorney Explanation: This law was referred by the voters of this county.</p>		
<p><input type="radio"/> Yes Would approve this law</p>		
<p><input type="radio"/> No Would not approve this law</p>		

You may view which splits and how many voters are tied to each ballot by click on the arrow (green circle) next to the ballot name.

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General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search

State County Ballot Questions Ballots

UOCAVA Ballots

Ballot Name	Ballot #		Party	Created	
<div style="display: flex; align-items: center;"> <div style="border: 1px solid green; border-radius: 50%; width: 15px; height: 15px; display: flex; align-items: center; justify-content: center; margin-right: 5px;"> v </div> General </div>	360001	View Ballot		10/28/2013 11:10:52 AM	Edit
Precinct Split					# Voters
Pre-05 M-100 Sen-24 H-24 Sch-583					1 Edit
Pre-05 M-100 Sen-24 H-24 Sch-583 SBR-6					12 Edit
Pre-05 M-161 Sen-24 H-24 Sch-583 SBR-7					27 Edit
Pre-05 M-636 Sen-24 H-24 Sch-583 SBR-6					9 Edit
Pre-05 M-100 Sen-24 H-24 Sch-583 SBR-7					32 Edit
Pre-05 M-161 Sen-24 H-24 Sch-583					1 Edit

For this manual, after I created my one ballot, I added an Alderman race and created ballots for a second time. The screen shot below shows the candidate that I added.

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General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go
Last Name First Name Bar Code/Voter ID

State County **Ballot Questions** Ballots

[Set Candidate Order](#)

+ Add New Race [Refresh](#)

	Ballot Title	Vote For	Term	District Type	District	Is Primary Partisan	Is Primary NonPartisan	Is General	Is Secondary	Is Special	In Election		
>	County Auditor	1	4	CTY		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete	Edit
>	Alderman	1	4	WAR	Blunt Ward-2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete	Edit

The screen shot below is the Ballots tab after I created my ballots again. I now have two ballots created and named my second ballot "Blunt/Ward 2" which signifies that the ballot has an Alderman race for Blunt on it. After clicking on the arrow next to the Ballot Name, the Splits that are tied to that ballot are displayed showing I have a total of 65 voters eligible for that ballot.

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Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go
Last Name First Name Bar Code/Voter ID

State County **Ballot Questions** Ballots

[Create Ballot Styles](#) UOCAVA Ballots

	Ballot Name	Ballot #	Party	Created	
>	General	360001		10/28/2013 11:49:22 AM	View Ballot Edit
▼	Blunt/Ward 2	360011		10/28/2013 11:49:22 AM	View Ballot Edit
				Precinct Split	# Voters
				Pre-05 W-2 M-02 Sen-24 H-24 Sch-583 SBR-7	12 Edit
				Pre-05 W-2 M-02 Sen-24 H-24 Sch-583 SBR-6	53 Edit
				Sum :	65

The screen shot below is the Blunt/Ward 2 ballot. You will see the name in the upper right hand corner of the ballot (blue box) and the Alderman race for Blunt Ward-2 (green box).

SAMPLE GENERAL ELECTION BALLOT

A December 3, 2013	B Hughes County	C SOUTH DAKOTA
		Blunt/Ward 2
<p>Instructions to the Voter: To vote for a person FILL IN the oval next to the name. To vote on a ballot question FILL IN the oval next to "yes" or "no". Use only a pencil or pen. If you make a mistake, give the ballot back and get a new one. DO NOT cast more votes than are allowed in each race.</p>		
<p>For County Auditor you may vote for <u>one</u> or leave it blank</p>		
<p><input type="radio"/> L. "Jedi" Skywalker Republican Party</p>		
<p>For Alderman Blunt Ward-2 you may vote for <u>one</u> or leave it blank</p> <p><input type="radio"/> Rob W Case</p>		
<p>Referendum 1</p>		
<p>An Act to refer a law.</p>		
<p>States Attorney Explanation: This law was referred by the voters of this county.</p>		
<p><input type="radio"/> Yes Would approve this law</p> <p><input type="radio"/> No Would not approve this law</p>		

After the candidate withdrawal deadline has passed, the next step in creating ballots is to determine Candidate Order on the ballot. Click on the **Set Candidate Order** (red box) button on the **County** tab on the **Races** screen.

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Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go
Last Name First Name Bar Code/Voter ID

State County Ballot Questions Ballots

Set Candidate Order

+ Add New Race Refresh

Ballot Title	Vote For	Term	District Type	District	Is Primary Partisan	Is Primary NonPartisan	Is General	Is Secondary	Is Special	In Election		
> County Auditor	1	4	CTY		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete	Edit
> Alderman	1	4	WAR	Blunt Ward-2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete	Edit

Below is a screen shot of what the Candidate Order screen should look like.

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General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go
Last Name First Name Bar Code/Voter ID

State County Ballot Questions Ballots

Set Candidate Order Save Candidate Order

+ Add New Race Refresh

Ballot Title	Vote For	Term	District Type	District	Is Primary Partisan	Is Primary NonPartisan	Is General	Is Secondary	Is Special	In Election		
▼ County Auditor	1	4	CTY		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete	Edit
Refresh												
Title	First	Middle	Last	Suffix	Incumbent	Filing Date	Party	FIS	FIS Updated	Ballot Order	Winner	
	L.	"Jedi"	Skywalker		<input type="checkbox"/>	10/25/2013	REP			[]	<input type="checkbox"/>	Delete Edit
	Name		Testing		<input type="checkbox"/>	10/28/2013	AME			[]	<input type="checkbox"/>	Delete Edit
▼ Alderman	1	4	WAR	Blunt Ward-2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete	Edit
Refresh												
Title	First	Middle	Last	Suffix	Incumbent	Filing Date	Party	FIS	FIS Updated	Ballot Order	Winner	
	Rob	W	Case		<input type="checkbox"/>	10/28/2013	NPA			[]	<input type="checkbox"/>	Delete Edit
	Harris	J	Finley		<input type="checkbox"/>	10/28/2013	NPA			[]	<input type="checkbox"/>	Delete Edit

To set the candidate order, simply enter in the order that candidates were drawn by lot. After you entered in the order, click on the **Save Candidate Order** button (red box).

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General Election - 12/3/2013

Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go

Last Name First Name Bar Code/Voter ID

State County Ballot Questions Ballots

Set Candidate Order **Save Candidate Order**

+ Add New Race Refresh

Ballot Title	Vote For	Term	District Type	District	Is Primary Partisan	Is Primary NonPartisan	Is General	Is Secondary	Is Special	In Election		
County Auditor	1	4	CTY		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete	Edit
Refresh												
Title	First	Middle	Last	Suffix	Incumbent	Filing Date	Party	FIS	FIS Updated	Ballot Order	Winner	
L.	"Jedi"		Skywalker		<input type="checkbox"/>	10/25/2013	REP			2	<input type="checkbox"/>	Delete Edit
Name			Testing		<input type="checkbox"/>	10/28/2013	AME			1	<input type="checkbox"/>	Delete Edit
Alderman	1	4	WAR	Blunt Ward-2	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete Edit
Refresh												
Title	First	Middle	Last	Suffix	Incumbent	Filing Date	Party	FIS	FIS Updated	Ballot Order	Winner	
Rob	W		Case		<input type="checkbox"/>	10/28/2013	NPA			1	<input type="checkbox"/>	Delete Edit
Harris	J		Finley		<input type="checkbox"/>	10/28/2013	NPA			2	<input type="checkbox"/>	Delete Edit

After you have saved the candidate order, you should see a screen shot similar to the one below. You will notice the message in green that states the ballot order has been set.

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Home Voter Reports Elections County Utilities

Quick Search [] [] [] Go

Last Name First Name Bar Code/Voter ID

State County Ballot Questions Ballots

Set Candidate Order

Ballot order set for all candidates. Thank you!

+ Add New Race Refresh

Ballot Title	Vote For	Term	District Type	District	Is Primary Partisan	Is Primary NonPartisan	Is General	Is Secondary	Is Special	In Election		
County Auditor	1	4	CTY		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete	Edit
Refresh												
Title	First	Middle	Last	Suffix	Incumbent	Filing Date	Party	FIS	FIS Updated	Ballot Order	Winner	
L.	"Jedi"		Skywalker		<input type="checkbox"/>	10/25/2013	REP			2	<input type="checkbox"/>	Delete Edit
Name			Testing		<input type="checkbox"/>	10/28/2013	AME			1	<input type="checkbox"/>	Delete Edit
Alderman	1	4	WAR	Blunt Ward-2	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delete Edit
Refresh												
Title	First	Middle	Last	Suffix	Incumbent	Filing Date	Party	FIS	FIS Updated	Ballot Order	Winner	
Rob	W		Case		<input type="checkbox"/>	10/28/2013	NPA			1	<input type="checkbox"/>	Delete Edit
Harris	J		Finley		<input type="checkbox"/>	10/28/2013	NPA			2	<input type="checkbox"/>	Delete Edit

After you have set the candidate order, you will need to create your ballots again so that the ballot can be set in candidate order. After you have created all the ballots necessary for that election, click on the checkbox next to **UOCAVA Ballots** and click on the **Create Ballot Styles** button one last time. TotalVote is now creating all of the necessary ballots that will be delivered to a UOCAVA voter if they have chosen to receive their ballot electronically.

Once you have all of the necessary ballots created and your precincts are linked to a polling place. Select **Export to Synergy** from the **Elections** drop-down menu.

The screenshot shows the Secretary of State website interface. At the top, it says "SECRETARY OF STATE Jason M. Gant" and "TOTAL VOTE". There is a "TEST" button and user information: "Hi Brandon ! [Log Out] Hughes 11,042 Active Voters General Election - 12/3/2013". The navigation menu includes "Home", "Voter", "Reports", "Elections", and "County Utilities". The "Elections" menu is open, showing options: "Polling Places", "Elections", "Races", "Export to Synergy" (highlighted in red), "Returns", and "Canvass". Below the menu, there are fields for "Quick Search" with sub-fields for "Last Name", "First Name", and "Bar Code/Voter ID", and a "Go" button. There are also buttons for "Create Ballot Styles" and "UOCAVA Ballot". At the bottom, there is a table with columns: "Ballot Name", "Ballot #", "Party", and "Created".

Ballot Name	Ballot #	Party	Created
> General	360001	View Ballot	10/28/2013 12:17:16 PM Edit
> Blunt/Ward 2	360011	View Ballot	10/28/2013 12:17:16 PM Edit

On the **Exports to Synergy** screen, click the **Export to Synergy** and **Release to VIP** buttons.

The screenshot shows the "Exports to Synergy" screen. It features the same header as the previous screenshot. Below the header, there are three buttons: "Export Updated Precincts", "Export to Synergy", and "Release to VIP". Below the buttons, there is a message: "Please allow time for system to process. DO NOT CLOSE THIS PROGRAM UNTIL EXPORT COMPLETED." The "Quick Search" section is also visible at the top.

Election Night Reporting

Entering Returns into TotalVote begins with selecting the correct election in which the Returns will be displayed for. If you have not created the election yet, please refer to the **Adding Candidates** manual to do so. If the election has been created, please select that election. If you do not know how to select an election, again please refer to the **Adding Candidates** manual to do so. Once you have the correct election selected, please choose **Returns** from the **Elections** drop-down menu.



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[Home](#)
[Voter](#)
[Reports](#)
[Elections](#)
[County Utilities](#)

Quick Search

Welcome to TotalVote

TO DO:

Action			
> DL Update			List
> DL New	1		List
> Documents to be Scanned	15		List
> Returned Notices to be Scanned	255		List
> Voters Moved Out of County	53		List
> Merges Destined for This County	7		List
> Confirmation Notices - Over 30 days	5		List
> Images from Other Counties	43		List

Notices:

Action	Number	Print	
> Unsent Notices - Potential Duplicate	8	List	
> Unsent Notices - Confirmation	13	List	<input type="button" value="Batch Print"/>
> Unsent Notices - Felony	2	List	
> Unsent Notices - Felony Federal	1	List	
> Unsent Notices - Invalid or Incomplete	9	List	
> Unsent Notices - Felony State	1	List	

FYI:

Action	Number	Print	
> Absentee Requests - General	3	List	
> Absentee Requests - General Election	1	List	
> DOB Missing	552	List	
> Merges Originating in This County	20	List	
> NCOA moves outside County	3	List	
> Unregistered Under 18	2	List	

On the **Returns** screen, select which precinct you would like to report the results for. You can begin at any of them. At the bottom of the **Returns** screen is all of the races and ballot questions that the county is eligible for.

SECRETARY OF STATE

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TEST

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11,042 Active Voters
General Election - 12/3/2013

Home
Voter
Reports
Elections
County Utilities

Quick Search

Last Name First Name Bar Code/Voter ID

[Click here to upload ERM files.](#)

<http://electionresults.sd.gov/default.aspx?eid=60>

Precinct Name	Last Updated
Precinct-05	
Precinct-06	
Precinct-07	
Precinct-09	
Precinct-11	
Precinct-21	
Precinct-23	
Precinct-24	
Precinct-26	
Precinct-28	
Precinct-29	
Precinct-30	
Precinct-31	
Precinct-32	
Precinct-33	
Precinct-34	

Race Name	Area	Party Code	Candidate/Question	Votes	Provisional Votes
County Auditor		AME	Name Testing	0	0
County Auditor		REP	L. "Jedi" Skywalker	0	0
Alderman	Blunt Ward-2	NPA	Rob W Case	0	0
Alderman	Blunt Ward-2	NPA	Harris J Finley	0	0
Referendum 1: An Act to refer a law.			Yes	0	0
Referendum 1: An Act to refer a law.			No	0	0

Ballots Cast	Provisional Ballots
0	0

On the **Precinct** screen, you will see all of the races and ballot questions that particular precinct is eligible for. You will also see how many registered voters there are for that precinct. This is a good thing to look at prior to election night to make sure the number of registered voters is right. You will also see a column for how many Provisional Ballots you receive for that precinct.

Enter the results in the Votes column for each candidate or ballot question, the number of Ballots Cast and the number of Provisional Ballots. The screen shot below shows the Precinct page before entering results in.

SECRETARY OF STATE
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Home Voter Reports Elections County Utilities

Quick Search Go

Last Name First Name Bar Code/Voter ID

TEST

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Precinct Name: Precinct-05 324 registered voters.

Race Name	Area	Party Code	Candidate/Question	Votes	Provisional Votes
County Auditor			Name Testing	<input type="text" value="0"/>	<input type="text" value="0"/>
County Auditor		REP	L. "Jedi" Skywalker	<input type="text" value="0"/>	<input type="text" value="0"/>
Alderman	Blunt Ward-2		Rob W Case	<input type="text" value="0"/>	<input type="text" value="0"/>
Alderman	Blunt Ward-2		Harris J Finley	<input type="text" value="0"/>	<input type="text" value="0"/>
Referendum 1: An Act to refer a law.			Yes	<input type="text" value="0"/>	<input type="text" value="0"/>
Referendum 1: An Act to refer a law.			No	<input type="text" value="0"/>	<input type="text" value="0"/>
Party	# Voters	Ballots Cast	Provisional Ballots		
	324	<input type="text" value="0"/>	<input type="text" value="0"/>		

Last Updated:

The screen shot below shows the Precinct page after entering results in.

SECRETARY OF STATE
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Home Voter Reports Elections County Utilities

Quick Search Go

Last Name First Name Bar Code/Voter ID

TEST

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General Election - 12/3/2013

Precinct Name: Precinct-05 324 registered voters.

Race Name	Area	Party Code	Candidate/Question	Votes	Provisional Votes
County Auditor			Name Testing	<input type="text" value="1"/>	<input type="text" value="0"/>
County Auditor		REP	L. "Jedi" Skywalker	<input type="text" value="2"/>	<input type="text" value="0"/>
Alderman	Blunt Ward-2		Rob W Case	<input type="text" value="3"/>	<input type="text" value="0"/>
Alderman	Blunt Ward-2		Harris J Finley	<input type="text" value="4"/>	<input type="text" value="0"/>
Referendum 1: An Act to refer a law.			Yes	<input type="text" value="5"/>	<input type="text" value="0"/>
Referendum 1: An Act to refer a law.			No	<input type="text" value="6"/>	<input type="text" value="0"/>
Party	# Voters	Ballots Cast	Provisional Ballots		
	324	<input type="text" value="20"/>	<input type="text" value="1"/>		

Last Updated:

When you are finished entering the results in for that precinct, click Submit. After you click Submit, you will see at the bottom of the **Returns** page all of the votes cast for each candidate and ballot question, along with the total number of Ballots Cast and Provisional Ballots. You will also see the date and time each precinct was updated (green box).



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11,042 Active Voters
[General Election - 12/3/2013](#)

Home Voter Reports Elections County Utilities

Quick Search

Last Name First Name Bar Code/Voter ID

[Click here to upload ERM files.](#)

<http://electionresults.sd.gov/default.aspx?eid=60>

Precinct Name	Last Updated
Precinct-05	11/5/2013 3:10:25 PM
Precinct-06	
Precinct-07	
Precinct-09	
Precinct-11	
Precinct-21	
Precinct-23	
Precinct-24	
Precinct-26	
Precinct-28	
Precinct-29	
Precinct-30	
Precinct-31	
Precinct-32	
Precinct-33	
Precinct-34	

Race Name	Area	Party Code	Candidate/Question	Votes	Provisional Votes
County Auditor		AME	Name Testing	1	0
County Auditor		REP	L. "Jedi" Skywalker	2	0
Alderman	Blunt Ward-2	NPA	Rob W Case	3	0
Alderman	Blunt Ward-2	NPA	Harris J Finley	4	0
Referendum 1: An Act to refer a law.			Yes	5	0
Referendum 1: An Act to refer a law.			No	6	0

Ballots Cast	Provisional Ballots
20	1

Continue this process until all of the precinct show results being entered in for them.



ABSENTEE VOTING

ABSENTEE VOTING

- Can only receive an Absentee Ballot Application Form or letter by mail or in-person except for a UOCAVA voter. They can send you an Absentee Ballot Application Form or FPCA by mail, fax or e-mail.
- *Deadline to **request** an absentee ballot is now 5:00 p.m. the day before the election.*
- In the event of sickness or confinement, the deadline to request an absentee ballot is still 3:00 p.m. on Election Day.





South Dakota

Absentee Ballot Application Form

_____ County

Please print and return to your county auditor. A new application must be completed each calendar year.

You may apply for an absentee ballot before 5:00 p.m. the day before the election for any or all general, primary, municipal, school, or any other elections conducted in this calendar year with one request. Additional information on absentee voting is available at sdsos.gov.

1	Last Name	First Name	Middle Name(s)/Initial	Suffix
2	Voter registration address		Apt. or Lot #	City, State
3	Absentee ballot mailing address (if different from section #2)		City, State	Zip Code

SELECT THE ELECTION(S) YOU ARE REQUESTING AN ABSENTEE BALLOT FOR:

4 All General Primary Municipal School Any Other
 If you are registered as an independent and are requesting a Primary Election ballot, you may have a choice of the following:
 Democratic Non-Political

5 Daytime telephone number _____
 If request is for a municipal or school election:
 I have lived in that jurisdiction at least 30 days in the last year. Yes No
 I am a full-time student who resided in that jurisdiction prior to leaving. Yes No

MILITARY AND OVERSEAS CITIZENS ONLY:

6 Are you in the Military or Uniformed Services, a spouse or dependent of the same or an Overseas Citizen? Yes No
 If you checked yes, complete this section. If you checked no, proceed to section #7.
 If you want your ballot sent electronically instead of first class mail, provide your e-mail address below: _____

*Stateside military voters are required to submit a photocopy of their ID or have this application notarized.
 *The notarization of this application can be administered by any commissioned officer in the United States military.
 *Overseas military and overseas citizen voters are not required to submit a photocopy of their ID.
 *All military and overseas voters may submit your signed application for absentee ballot by fax or e-mail.

7 An acceptable ID is: A South Dakota driver's license or non-driver ID card, a passport or other picture ID issued by the United States government, a tribal photo ID, or a current student photo ID issued by a South Dakota high school or postsecondary education institution.
 Copy of photo identification is attached OR
 I hereby verify that I am the person named above and these statements made by me on this application are true and correct.
 Sworn to before me this _____ day of _____, 20____.
 (Seal)
 Notary signature _____ Date: _____ / _____ / _____
 My commission expires _____ Month / Day / Year

AUTHORIZED MESSENGER REQUEST DUE TO SICKNESS OR DISABILITY ONLY: The deadline to request is 3:00 p.m. on Election Day.

8 As a registered voter, I authorize...
 Last Name _____ First Name _____ Daytime telephone _____
 Address _____ Apt. or Lot # _____ City, State _____ Zip Code _____

...to serve as my authorized messenger to pick up my absentee ballot. I further certify under penalty of law that I am confined because of sickness or disability and for this reason alone am unable to vote at my polling place on Election Day.

 Voter's Signature

As the authorized messenger, I acknowledge receipt of the ballot for the above named voter on...
 Date: _____ Time: _____
 Are you serving as an authorized messenger for any other voter? Yes No

 Authorized Messenger's Signature



ABSENTEE VOTING – ID REQUIREMENTS

- In-person absentee
 - Voter must show photo ID or complete personal affidavit.
- Absentee by mail
 - Absentee Ballot Application Form must be notarized or accompanied with a copy of their photo ID.
- UOCAVA
 - Stateside – Form must be notarized or accompanied with a copy of their photo ID.
 - Overseas – ID requirements are waived.



ABSENTEE BALLOT PACKET

- Correct ballot
- Instructions ([ARSD 5:02:10:04](#))
- Return envelope ([ARSD 5:02:10:05](#))



ABSENTEE VOTING

- If a voter votes by absentee and then is not eligible to vote, the ballot envelope must be pulled and not counted.
- If a voter returns a ballot and forgets to sign, call the voter and have them come back and sign it.
- Inactive voter must complete a new Voter Registration Form.
- Power of Attorney does not apply.





South Dakota Absentee Ballot Application Form

_____ County

Please print and return to your county auditor. A new application must be completed each calendar year.

You may apply for an absentee ballot before 5:00 p.m. the day before the election for any or all general, primary, municipal, school, or any other elections conducted in this calendar year with one request. Additional information on absentee voting is available at sdsos.gov.

1	Last Name	First Name	Middle Name(s)/Initial	Suffix
2	Voter registration address	Apt. or Lot #	City, State	Zip Code
3	Absentee ballot mailing address (if different from section #2)		City, State	Zip Code

SELECT THE ELECTION(S) YOU ARE REQUESTING AN ABSENTEE BALLOT FOR:

4	All <input type="checkbox"/> General <input type="checkbox"/> Primary <input type="checkbox"/> Municipal <input type="checkbox"/> School <input type="checkbox"/> Any Other <input type="checkbox"/> If you are registered as an independent and are requesting a Primary Election ballot, you may have a choice of the following: Democratic <input type="checkbox"/> Non-Political <input type="checkbox"/>
5	Daytime telephone number _____ If request is for a municipal or school election: I have lived in that jurisdiction at least 30 days in the last year. Yes <input type="checkbox"/> No <input type="checkbox"/> I am a full-time student who resided in that jurisdiction prior to leaving. Yes <input type="checkbox"/> No <input type="checkbox"/>

MILITARY AND OVERSEAS CITIZENS ONLY:

6	Are you in the Military or Uniformed Services, a spouse or dependent of the same or an Overseas Citizen? Yes <input type="checkbox"/> No <input type="checkbox"/> If you checked yes, complete this section. If you checked no, proceed to section #7. If you want your ballot sent electronically instead of first class mail, provide your e-mail address below: _____ *Stateside military voters are required to submit a photocopy of their ID or have this application notarized. *The notarization of this application can be administered by any commissioned officer in the United States military. *Overseas military and overseas citizen voters are not required to submit a photocopy of their ID. *All military and overseas voters may submit your signed application for absentee ballot by fax or e-mail.
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7	An acceptable ID is: A South Dakota driver's license or non-driver ID card, a passport or other picture ID issued by the United States government, a tribal photo ID, or a current student photo ID issued by a South Dakota high school or postsecondary education institution. <input type="checkbox"/> Copy of photo identification is attached OR <input type="checkbox"/> I hereby verify that I am the person named above and these statements made by me on this application are true and correct. Sworn to before me this _____ day of _____, 20____. (Seal) Notary signature _____ My commission expires _____	<div style="border: 1px solid black; width: 100%; height: 60px; margin-bottom: 10px;"></div> Voter's Signature Required Date: _____ / _____ / _____ Month / Day / Year
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AUTHORIZED MESSENGER REQUEST DUE TO SICKNESS OR DISABILITY ONLY: The deadline to request is 3:00 p.m. on Election Day.

As a registered voter, I authorize...				
8	Last Name	First Name	Daytime telephone	
	Address	Apt. or Lot #	City, State	Zip Code
...to serve as my authorized messenger to pick up my absentee ballot. I further certify under penalty of law that I am confined because of sickness or disability and for this reason alone am unable to vote at my polling place on Election Day. <div style="border: 1px solid black; width: 100%; height: 40px; margin-top: 10px;"></div> <p style="text-align: center;">Voter's Signature</p>	As the authorized messenger, I acknowledge receipt of the ballot for the above named voter on... Date: _____ Time: _____ Are you serving as an authorized messenger for any other voter? Yes <input type="checkbox"/> No <input type="checkbox"/> <div style="border: 1px solid black; width: 100%; height: 40px; margin-top: 10px;"></div> <p style="text-align: center;">Authorized Messenger's Signature</p>			

AUTHORIZED MESSENGER

- Voter designates on the application someone to bring them a ballot.
- Only good for that election.
- No person who is a candidate for any elective office except for political party offices or county auditor or such deputy, who is on the ballot may service as an authorized messenger.
- No authorized messenger may display campaign posters, signs or other campaign materials (clothing, buttons, etc.) or by any like means solicit any votes for or against any person, political party or position on a questions submitted.



ABSENTEE VOTING

- Federal Post Card Application (FPCA)
 - <http://www.fvap.gov/resources/media/fpca.pdf>
 - Voter Registration and Absentee Ballot Request
 - If the voter is **not** registered, you can only receive a FPCA by mail.
 - If the voter is registered, then you can receive a FPCA by mail, fax or e-mail.
 - The FPCA acts as a voter registration form and an absentee request.
 - If the UOCAVA voter wishes to receive their ballot electronically, sections 5 and 6 of the FPCA must be completed.



ABSENTEE VOTING

- Federal Write-in Absentee Ballot (FWAB)
 - <http://www.fvap.gov/resources/media/fwab.pdf>
 - Voter must have already submitted an Absentee Ballot Application Form or FPCA.
 - If you have already sent a regular ballot to a UOCAVA voter and you receive their regular ballot on time but after you have received their FWAB, you should count their regular ballot and mark on the FWAB envelope “not counted – regular ballot received” and store it with the rest of your election documents.



FEDERAL WRITE-IN ABSENTEE BALLOT

○ Voter's Statement

- If there is not a Voter's Statement on the outside of the envelope, you will need to open it. If you find a Voter Statement inside, re-seal the envelope with the ballot inside and staple the Voter's Statement to the outside. If there is no Voter's Statement inside, the ballot cannot be counted.



NURSING HOMES, HOSPITALS AND ASSISTED LIVING CENTERS

- Required only for General Elections
 - ([SDCL 12-19-9.1](#))
- Expect 5 or more absentee requests
- Notify of visit
 - Administrator
 - County party chairpersons
 - Other who have filed requests
- Use combined application/return envelope
- ID requirements are waived
- Nursing homes, hospitals and assisted living centers defined in [SDCL 34-12-1.1](#).



ABSENTEE BALLOT PROCESSING

- Process absentee ballots whenever you have time during Election Day or immediately after the polls close.
- No absentee ballot may be accepted after the polls close.
- Absentee precinct or sending ballots to precinct.
 - Compare the signature on the ballot envelope with the signature on the application, except combined application/return envelope.
 - Mark the registration list and enter the name in the pollbook.
 - Place the official ballot stamp on the ballot and place them in the ballot box.



Election deadlines

	State Primary	State Primary Runoff	General Election
	June 3, 2014	August 12, 2014	November 4, 2014
Registration	May 19, 2014	July 28, 2014	October 20, 2014
Ballot request	June 2, 2014	August 11, 2014	November 3, 2014
Ballot return	June 3, 2014	August 12, 2014	November 4, 2014

These are not mailing deadlines. Please mail your voting materials early enough to account for mail delivery times. Check the recommended mailing dates section in Chapter 1 for details.

Important information

How can I register to vote as a military or overseas voter?	Fill out and mail the Federal Post Card Application (FPCA) to your local election office. This form allows election officials to identify you as a voter covered by UOCAVA (Federal law providing special protections).
What is my voting residence?	The place you consider your true, fixed and permanent home.
Do I need to claim a political party to vote in the primary election?	Yes. If you are a registered Republican, you can only vote in a Republican Primary. If you are registered Democratic, Independent or No Party Affiliation, you may vote in a Democratic Primary.
How can I submit my FPCA?	By mail, email, or fax.
How often must I submit my FPCA?	The FPCA is good for one regularly scheduled general election. You should submit a new one every time your address changes or every year.
If I am currently registered to vote, how may I request an absentee ballot?	Fill out an FPCA or an Absentee Ballot Application form on sdsos.gov and return to your county auditor.
How can I return my voted ballot or Federal Write-In Absentee Ballot (FWAB)?	You must return your voted ballot or FWAB by mail.
What must I do to use a FWAB and can I use the FWAB to vote in State and local elections?	You must have submitted a ballot request or FPCA to your county auditor before you can use the FWAB to vote. The FWAB may only be used to vote in Federal elections.
I am an American citizen, but I have never lived in the U.S., can I register to vote in this State?	Yes. An adult child of an overseas citizen who has not reached the age of 22 may register to vote.
Will I need a notary or witness for my FPCA or FWAB?	No.
Where can I find information about the candidates and/or other items that will be on my ballot?	Visit the Secretary of State's website at sdsos.gov.

South Dakota

Registering and requesting your absentee ballot

The Federal Post Card Application (FPCA) registers you to vote and requests absentee ballots for all regularly scheduled Federal elections for the calendar year in which it is submitted. Voters should submit a new application after January 1 of each year to qualify for all upcoming Federal elections.

Complete the following blocks of the FPCA

Block 1 Select the category that describes you.

Block 2 To vote in primary elections, you must enter your political party affiliation. If you want to change your political party affiliation, mail a completed FPCA indicating your new party preference to the local election official to be received no later than 15 days prior to the election. Political party affiliation is not required if only requesting absentee ballots for general elections.

Block 3 Name (Last, First, Middle).

Block 4 Date of birth.

Your valid South Dakota Driver's License number is required for voter registration. If you do not have a South Dakota Driver's License, enter the last four digits of your Social Security number. If you do not possess either of these identification numbers, you must register at the County Auditor's office and sign a statement saying you do not have either number.

Block 5 Recommended but not required. Provide your contact information to allow your local election official to follow up if more information is required.

Block 6 South Dakota allows you to receive your blank ballot by mail or email. Your absentee ballot cannot be sent to you by fax. Please rank your preference of how you would like to receive your absentee ballot.

Block 6 continued If you choose to receive your blank ballot by email, you must provide your email address in Block 5. Please ensure that this email address does not block or filter emails forwarded from your county election official. In the event that your ballot cannot be delivered via email, your local election official will mail your ballot to the address in Block 8. If no address is provided, your ballot would then be sent to your voter registration address in South Dakota.

Block 7 Complete street address of your South Dakota voting residence. A post office box is not sufficient. If your address includes a rural route, describe its location in Block 9. This address must be within the county where you claim legal voting residence.

Block 8 Complete address where you want your ballot sent, usually where you currently live now.

Block 9 Provide any information that may assist the local election official in accepting this application.

Affirmation Sign and date.

Stateside Uniformed Service members and their eligible family members must provide a photocopy of one of the following:

- a South Dakota Driver's License or non-driver ID card
- a passport or other picture ID issued by the U.S. government
- a tribal photo ID
- a current student photo ID issued by the South Dakota high school or postsecondary education institution

See Affirmation continued

Affirmation continued

Should notarization of the stateside military voter's signature be easier to obtain than a photocopy of the ID, a notarized absentee ballot application may be submitted. The notarization on the absentee ballot application can be administered by any commissioned officer in the military service of the United States.

Overseas Uniformed Service members, their eligible family members and overseas citizens are not required to have a witness or notarization, nor are they required to include a photocopy of their identification.

How and where to submit your FPCA

South Dakota allows you to submit the FPCA by mail, email, or fax if you are already registered. If you are not registered, you must submit the form by mail. Please also see the ID photocopy requirement in the "Affirmation" section in the FPCA instructions.

If you choose to mail your FPCA, mail the form directly to your local election office. Addresses can be found at the end of this section or at www.sdsos.gov.

If you choose to email your FPCA, you should send the signed form as a scanned attachment. Email directly to your local election office. Email addresses can be found at the end of this section or at www.sdsos.gov.

If you choose to fax your FPCA, it is recommended that you fax the signed form directly to your local election official. Fax numbers can be found at the end of this section or www.sdsos.gov. You may also use the DoD Electronic Transmission Service to fax your FPCA toll-free. To use the Electronic Transmission Service, use the cover sheet available in Chapter 1 or at www.fvap.gov, and fax to: (703) 693-5527, DSN 223-5527, or toll-free from the U.S., Canada, Guam, Puerto Rico, and the Virgin Islands to 1-800-368-8683. International toll-free numbers can be found on the inside back cover or at www.fvap.gov.

Follow-up on your FPCA

To find out the status of your registration, contact your local election office or refer to South Dakota's voter registration verification website which can be found at: <https://sdsos.gov/elections/viplogin.aspx>.

In addition to your registration information, this site also provides you with tracking information regarding your voting materials – the date your absentee ballot application was received, the date the absentee ballot was sent to you either by mail or email, and the date your voted absentee ballot was received by your election official.

Your jurisdiction will contact you if your registration is denied.

Voting your ballot

Voted ballots must be received by the local election office by the close of the polls on Election Day.

No witness or notary is required on voted ballots.

Voted ballots must be returned by mail.

Overseas Uniformed Service members and their eligible family members with access to the Military Postal Service may use the "Prepaid Expedited Mail - Label 11- DoD." This label is available at APO/ FPO locations and can only be used for the general election. It provides expedited mail service up to seven days prior to the election. You can return your ballot with this label attached at any MPO/ FPO, American embassy or consulate. A portion of the label is retained by you for tracking your ballot through the U.S. Postal Service.

Tracking your ballot

You may track the status of your ballot at: <https://sdsos.gov/elections/viplogin.aspx>.

Haven't received your ballot? Use the Federal Write-In Absentee Ballot!

South Dakota allows you to use the Federal Write-In Absentee Ballot (FWAB) for registration and voting in primary, special, and general elections for Federal office. Feel free to use the FWAB to vote any time before an election.

South Dakota

Complete the following blocks of the FWAB's voter declaration/affirmation

Block 1	South Dakota allows you to use this form for registration.
Block 2	Select the category that describes you.
Block 3	Name (Last, First, Middle).
Block 4	Date of birth.
Block 5	Recommended but not required. Provide your contact information to allow your local election official to follow up if more information is required.
Block 6	Not required.
Block 7	Complete street address of your South Dakota voting residence. A post office box is not sufficient. If your address includes a rural route, describe its location in Block 9. This address must be within the county where you claim legal voting residence.
Block 8	Enter your current mailing address.
Block 9	Provide any information that may assist the local election official in accepting this ballot or application.
Affirmation	Sign and date. No witness or notary required.

Vote your FWAB

To find out the races and candidates for which you can vote, go to www.sdsos.gov. For each office for which you vote, write in either a candidate's name or a political party designation. Once the ballot is complete, fold and place it in the security envelope and seal. Place only the voted ballot in the security envelope and do not write on the security envelope.

How and where to submit your FWAB

The deadlines for submitting the FWAB are the same as for State absentee ballots. If you receive the State ballot after submitting the voted FWAB, you may also vote and return the State ballot. If both ballots are received by the deadline, only the State ballot will be counted.

Insert the sealed security envelope and the Voter's Declaration/Affirmation into the mailing envelope and mail your FWAB directly to your local election official. Contact information for your county auditor is available at www.sdsos.gov.

You may check the status of the absentee ballot process by referring to South Dakota's Voter Information Portal at <https://sdsos.gov/elections/viplogin.aspx>. The site tracks the date your absentee ballot application was received, the date the absentee ballot was sent to you either by mail or email, and the date your voted absentee ballot was received by your election official.

Local election office addresses

County	Mailing address
Aurora	Aurora County Auditor PO Box 397 Plankinton, SD 57368-0397 Fax: (605) 942-7746 Email: susan.urban@state.sd.us
Beadle	Beadle County Auditor 450 3rd St SW, Suite 201 Huron, SD 57350 Fax: (605) 353-8402 Email: auditor@beadlesd.org
Bennett	Bennett County Auditor PO Box 460 Martin, SD 57551-0460 Fax: (605)-685-6311 Email: susan.williams@state.sd.us
Bon Homme	Bon Homme County Auditor PO Box 605 Tyndall, SD 57066-0605 Fax: (605) 589-4202 Email: tamara.brunken@state.sd.us
Brookings	Brookings County Auditor 520 3rd St., Suite 100 Brookings, SD 57006-2086 Fax: (605) 696-8211 Email: elections@brookingscountysd.gov
Brown	Brown County Auditor 25 Market Street, Suite 1 Aberdeen, SD 57401-4293 Fax: (605) 626-4010 Email: Maxine.Fischer@browncounty.sd.gov
Brule	Brule County Auditor 300 S. Courtland, Suite 103 Chamberlain, SD 57325-1599 Fax: (605) 234-4430 Email: brulaud@midstatesd.net
Buffalo	Buffalo County Auditor PO Box 146 Gann Valley, SD 57341-0146 Fax: (605) 293-3240 Email: elaine.wulff@state.sd.us

South Dakota

County	Mailing address	County	Mailing address
Butte	Butte County Auditor 839 Fifth Avenue Belle Fourche, SD 57717-1719 Fax: (605) 892-4525 Email: elaine.jensen@state.sd.us	Douglas	Douglas County Auditor PO Box 159 Armour, SD 57313-0159 Fax: (605) 724-2204 Email: phyllis.barker@state.sd.us
Campbell	Campbell County Auditor PO Box 37 Mound City, SD 57646-0037 Fax: (605) 955-3308 Email: lisa.schaefbauer@state.sd.us	Edmunds	Edmunds County Auditor PO Box 97 Ipswich, SD 57451-0097 Fax: (605) 426-6164 Email: keith.schurr@state.sd.us
Charles Mix	Charles Mix County Auditor PO Box 490 Lake Andes, SD 57356-0490 Fax: (605) 487-7221 Email: cmixaud@hcinet.net	Fall River	Fall River County Auditor 906 North River Street Hot Springs, SD 57747-1398 Fax: (605) 745-6835 Email: sue.ganje@state.sd.us
Clark	Clark County Auditor PO Box 294 Clark, SD 57225-0294 Fax: (605) 532-5931 Email: Christine.tarbox@state.sd.us	Faulk	Faulk County Auditor PO Box 309 Faulkton, SD 57438-0309 Fax: (605) 598-6680 Email: kelly.toennies@state.sd.us
Clay	Clay County Auditor 211 West Main, Suite 200 Vermillion, SD 57069-2039 Fax: (605) 677-7104 Email: kathy.heles@claycountysd.org	Grant	Grant County Auditor 210 East Fifth Avenue Milbank, SD 57252-2499 Fax: (605) 432-9004 Email: karen.layher@state.sd.us
Codington	Codington County Auditor 14 First Avenue, SE Watertown, SD 57201-3611 Fax: (605) 882-6288 Email: cbrugman@codington.org	Gregory	Gregory County Auditor PO Box 437 Burke, SD 57523-0413 Fax: (605) 775-2596 Email: jim.waterbury@state.sd.us
Corson	Corson County Auditor PO Box 255, McIntosh, SD 57641-0255 Fax: (605) 273-4233 Email: corsonauditor@sdplains.com	Haakon	Haakon County Auditor PO Box 698 Philip, SD 57567-0698 Fax: (605) 859-2801 Email: haakon@gwtc.net
Custer	Custer County Auditor 420 Mt. Rushmore Road Custer, SD 57730-1934 Fax: (605) 673-8150 Email: lnelson@custercountysd.com	Hamlin	Hamlin County Auditor PO Box 237 Hayti, SD 57241-0237 Fax: (605) 783-3201 Email: dixie.opdahl@state.sd.us
Davison	Davison County Auditor 200 East 4th Avenue Mitchell, SD 57301-2692 Fax: (605) 995-8618 Email: auditor@davisoncounty.org	Hand	Hand County Auditor 415 West First Avenue Miller, SD 57362-1346 Fax: (605) 853-2769 Email: auditor.handcoem@midconetwork.com
Day	Day County Auditor 711 West 1st Street Webster, SD 57274-1364 Fax: (605) 345-9515 Email: sandra.raap@state.sd.us	Hanson	Hanson County Auditor PO Box 500 Alexandria, SD 57311-0500 Fax: (605) 239-4296 Email: lesa.trabing@state.sd.us
Deuel	Deuel County Auditor PO Box 616 Clear Lake, SD 57226-0616 Fax: (605) 874-1306 Email: pam.lynde@state.sd.us	Harding	Harding County Auditor PO Box 26 Buffalo, SD 57720-0026 Fax: (605) 375-3318 Email: kathy.glines@state.sd.us
Dewey	Dewey County Auditor PO Box 277 Timber Lake, SD 57656-0277 Fax: (605) 865-3691 Email: kyrie.lemburg@state.sd.us	Hughes	Hughes County Auditor 104 East Capitol Avenue Pierre, SD 57501-2591 Fax: (605) 773-7479 Email: ona.arnold@co.hughes.sd.us

South Dakota

County	Mailing address	County	Mailing address
Hutchinson	Hutchinson County Auditor 140 Euclid, Room 128 Olivet, SD 57052-0128 Fax: (605) 387-4209 Email: jeanie.simonsen@state.sd.us	McPherson	McPherson County Auditor PO Box 390 Leola, SD 57456-0448 Fax: (605) 493-3394 Email: mcphersonaud@valleytel.net
Hyde	Hyde County Auditor PO Box 379 Highmore, SD 57345-0379 Fax: (605) 852-3178 Email: hydeaud@venturecomm.net	Meade	Meade County Auditor 1300 Sherman Street Sturgis, SD 57785-1452 Fax: (605) 347-5925 Email: auditor@meadecounty.org
Jackson	Jackson County Auditor PO Box 280 Kadoka, SD 57543-0280 Fax: (605) 837-2447 Email: vicki.wilson@state.sd.us	Mellette	Mellette County Auditor PO Box C, White River, SD 57579-0403 Fax: (605) 259-3194 Email: jerry.schwarting@state.sd.us
Jerauld	Jerauld County Auditor PO Box 422 Wessington Springs, SD 57382-0422 Fax: (605) 539-9125 Email: cindy.peterson@state.sd.us	Miner	Miner County Auditor 401 N. Main Howard, SD 57349-0086 Fax: (605) 772-4203 Email: minerauditor@minercountysd.org
Jones	Jones County Auditor PO Box 307 Murdo, SD 57559-0307 Fax: (605) 669-7120 Email: john.brunskill@state.sd.us	Minnehaha	Minnehaha County Auditor 415 North Dakota Avenue Sioux Falls, SD 57104-2465 Fax: (605) 367-7409 Email: blitz@minnehahacounty.org
Kingsbury	Kingsbury County Auditor PO Box 196 Desmet, SD 57231-0196 Fax: (605) 854-3833 Email: jennifer.albrecht@state.sd.us	Moody	Moody County Auditor 101 E. Pipestone Avenue, Suite D Flandreau, SD 57028-1750 Fax: (605) 997-9996 Email: mcaud1@moodycounty.net
Lake	Lake County Auditor 200 East Center Madison, SD 57042-2941 Fax: (605) 256-7622 Email: lakeauditor@lakecountysd.org	Pennington	Pennington County Auditor 315 St. Joseph Street Rapid City, SD 57701-2879 Fax: (605) 394-6840 Email: vickiw@co.pennington.sd.us
Lawrence	Lawrence County Auditor 90 Sherman Street Deadwood, SD 57732-0678 Fax: (605) 578-1065 Email: catkinso@lawrence.sd.us	Perkins	Perkins County Auditor PO Box 126 Bison, SD 57620-0126 Fax: (605) 244-7289 Email: sylvia.chapman@state.sd.us
Lincoln	Lincoln County Auditor 104 North Main, Suite 110 Canton, SD 57013-1703 Fax: (605) 764-0134 Email: Auditor@lincolncountysd.org	Potter	Potter County Auditor 201 South Exene Gettysburg, SD 57442-1521 Fax: (605) 765-2836 Email: pcaudit@venturecomm.net
Lyman	Lyman County Auditor PO Box 38 Kennebec, SD 57544-0038 Fax: (605) 869-2203 Email: auditor@lymancounty.org	Roberts	Roberts County Auditor 411 2nd Avenue, E. Sisseton, SD 57262-1495 Fax: (605) 698-4277 Email: dawn.sattler@state.sd.us
Marshall	Marshall County Auditor PO Box 130 Britton, SD 57430-0130 Fax: (605) 448-2116 Email: mcauditor@sbte.net	Sanborn	Sanborn County Auditor PO Box 7 Woonsocket, SD 57385-0007 Fax: (605) 796-4509 Email: sancaud@santel.net
McCook	McCook County Auditor PO Box 190 Salem, SD 57058-0190 Fax: (605) 425-2534 Email: geraldyn.sherman@state.sd.us	Shannon	Shannon County Auditor 906 North River Street Hot Springs, SD 57747-1398 Fax: (605) 745-6835 Email: sue.ganje@state.sd.us

South Dakota

County	Mailing address
Spink	Spink County Auditor 210 East 7th Avenue Redfield, SD 57469-1266 Fax: (605) 472-4582 Email: theresa.hodges@state.sd.us
Stanley	Stanley County Auditor PO Box 595 Fort Pierre, SD 57532-0595 Fax: (605) 223-7791 Email: scauditor@midconetwork.com
Sully	Sully County Auditor PO Box 265 Onida, SD 57564-0265 Fax: (605) 258-2884 Email: sullyaud@venturecomm.net
Todd	Send to Tripp County
Tripp	Tripp County Auditor 200 East 3rd Winner, SD 57580-1806 Fax: (605) 842-1116 Email: kathleen.flakus@state.sd.us
Turner	Turner County Auditor PO Box 370 Parker, SD 57053-0370 Fax: (605) 297-5556 Email: turcoaud@iw.net
Union	Union County Auditor 209 E. Main Street, Suite 200 Elk Point, SD 57025-2327 Fax: (605) 356-3047 Email: ucauditor@iw.net
Walworth	Walworth County Auditor PO Box 199 Selby, SD 57472-0199 Fax: (605) 649-7867 Email: rkrein@walworthco.org
Yankton	Yankton County Auditor PO Box 137 Yankton, SD 57078-0137 Fax: (605) 260-4494 Email: patty@co.yankton.sd.us
Ziebach	Ziebach County Auditor PO Box 68 Dupree, SD 57623-0068 Fax: (605) 365-5204 Email: cindy.longbrake@state.sd.us

QUESTIONS?





2014 ELECTION CALENDAR

2014 ELECTION CALENDAR

- January 1, 2014
 - Earliest day for June Primary Election or independent candidates to circulate nominating petitions.
 - Earliest day for June Primary Election or independent candidates to file nominating petitions.
- March 3-8 & 10-15, 2014
 - Weeks in which county auditor must publish the notice of deadline for filing nominating petitions.
- March 25, 2014
 - Last day to file Primary Election nominating petitions.



2014 ELECTION CALENDAR

○ March 25, 2014

- Last day nominees for party precinct committeeman and precinct committeewoman may file statement of candidacy with the county auditor.
- Last day for sheriff candidates who filed a primary nominating petition to file a certificate of qualifications with county auditor.

○ March 27, 2014

- Last day for candidates to file for withdrawal from the Primary Election.



2014 ELECTION CALENDAR

○ April 9, 2014

- Last day for candidate to file "Statement of Financial Interest – Candidate for Public Office", if nominating petition was filed on last day. This statement must be filed within fifteen days after filing nominating petitions.
- Last day for candidate to file a Campaign Finance "Statement of Organization" if nominating petition was filed on last day and if the candidate committee has not already filed a 2014 Statement of Organization. This statement must be filed within fifteen days after filing nominating petitions.



2014 ELECTION CALENDAR

- April 16, 2014
 - Deadline for Primary Election ballots to be printed and in the county auditor's possession.
- April 18, 2014
 - Absentee voting begins for Primary Election.
- April 21, 2014
 - Deadline for county central committees to submit names to the county auditor to be used as election board workers.
- April 28 – May 3 & May 5 – 9, 2014
 - Weeks for notice of voter registration deadline.



2014 ELECTION CALENDAR

- April 29, 2014
 - Last day for independent candidates to file nominating petitions with the Secretary of State or county auditor depending on office sought.
- May 5, 2014
 - Last day for county auditor to submit names of persons to be employed at an electronic voting system counting center to the county chairmen of each party to assure bipartisan representation.
- May 14, 2014
 - Deadline for the county auditor to appoint precinct superintendents and deputies for each election precinct.



2014 ELECTION CALENDAR

- May 19, 2014
 - Deadline for voter registration for the Primary Election.
- May 19 – 24 & May 26 – 30, 2104
 - Weeks in which county auditor must publish notice of election.
- May 24, 2014
 - First day for test of automatic tabulating equipment in counties using electronic voting systems. Notice of testing must be published at least 48 hours prior to the test.



2014 ELECTION CALENDAR

- May 26 – 31, 2014
 - Week for publication of facsimile ballot.
 - Instructions to voters regarding voting rights to be published with the facsimile ballot for Primary Election.
- June 2, 2014
 - Deadline to request an absentee ballot is at 5:00 p.m.
- June 3, 2014
 - Primary Election Day
- June 9, 2014
 - Last day for county canvass of election returns.



2014 ELECTION CALENDAR

- June 10, 2014
 - Last day for convening the State Board of Canvassers.
- June 12, 2014
 - Last day for filing recount petition by a county candidate, assuming county canvass was completed on June 9 with the county auditor.
- June 13, 2014
 - Last day for filing recount petition by a legislative candidate, assuming state canvass was completed on June 10 with the county auditor.



2014 ELECTION CALENDAR

- July 1, 2014
 - Last day to file conservation district director nominating petitions.
- August 5, 2014
 - Last day for candidates to withdraw nominations for the General Election.
- August 12, 2014
 - Last day for party central committees to fill vacancies created by candidates who withdrew their nominations.
- August 18, 2014
 - Deadline for Secretary of State to certify copies of all ballot questions to the county auditor.



2014 ELECTION CALENDAR

- August 19, 2014
 - Last day for Secretary of State to certify to the county auditor the names of all candidates for state and district office to be placed on the General Election ballot.
- September 17, 2014
 - Deadline for all General Election ballots to be printed and in the county auditor's possession.
- September 19, 2014
 - Absentee voting begins for General Election.



2014 ELECTION CALENDAR

- September 22, 2014
 - Deadline for county party central committees to submit names to the county auditor to be used as election board workers.
- September 29 – October 4 & Oct. 6 – 10, 2014
 - Weeks for notice of voter registration deadline.
- October 1, 2014
 - Deadline for county auditor to mail or e-mail copies of all submitted questions to the official county newspaper.



2014 ELECTION CALENDAR

- October 6, 2014
 - Last day for county auditor to submit names of persons to be employed at an electronic voting system counting center to the county chairmen of each party to assure bipartisan representation.
- October 7 – 21, 2014
 - Time in which all official county newspapers must publish at least once the full text, statement, title, explanation, and the recitation of effect of each submitted ballot question.
- October 15, 2014
 - Deadline for the county auditor to appoint superintendents and precinct deputies for each election precinct.



2014 ELECTION CALENDAR

- October 20, 2014
 - Deadline for voter registration for the General Election.
- October 20 – 25 & 27 – 31, 2014
 - Weeks in which the county auditor must publish the notice of the General Election.
- October 25, 2014
 - First day for test of electronic voting system tabulating equipment. Notice of the time and place of the test must be published in the official newspaper at least 48 hours prior to testing.



2014 ELECTION CALENDAR

- October 27 – November 1, 2014
 - Week for publication of facsimile ballots.
 - Instructions to voters regarding voting rights to be published with the facsimile ballot for the General Election.
- November 3, 2014
 - Deadline to request an absentee ballot is at 5:00 p.m.
- November 4, 2014
 - General Election Day
- November 10, 2014
 - Last day for the county canvass of election returns.



2014 ELECTION CALENDAR

- November 11, 2014
 - Last day for convening the State Board of Canvassers.
- November 13, 2014
 - Last day for filing a recount petition by county candidates, assuming the county canvass was completed on November 10.
- November 14, 2014
 - Last day for filing recount petition by legislative candidates, assuming state canvass was completed on November 11 with the county auditor.



2014 ELECTION CALENDAR

- Can be found on the SOS website at <http://sdsos.gov/content/html/elections/electvoterpdfs/2013/2014ElectionCalendar.pdf>





Secretary of State

Jason M. Gant

State Capitol | 500 East Capitol Avenue | Pierre, South Dakota 57501 | sdsos@state.sd.us | sdsos.gov

2014 South Dakota Election Calendar

- Monday, November 4, 2013** Deadline for filing statewide petitions to place initiated measure on the ballot. ([SDCL 2-1-1.2](#))
- Deadline for filing statewide petitions to place constitutional amendment on the ballot. ([SDCL 2-1-1.1](#))
- Wednesday, January 1, 2014** Earliest day for June Primary Election or independent candidates to circulate nominating petitions. (SDCL [12-6-4.1](#), [12-7-1.1](#))
- Earliest day for June Primary Election candidates to file nominating petitions. ([ARSD 5:02:08:01](#)) ([SDCL 12-6-4](#))
- Earliest day for independent candidates to file nominating petitions. ([ARSD 5:02:08:01](#)) ([SDCL 12-7-1](#))
- Monday, February 3, 2014** Last day for statewide candidates, state office holders, ballot question committees, political parties, and political action committees to file Year-End Campaign Finance Disclosure Statements of receipts and expenditures for the period of January 1, 2013 through December 31, 2013. ([SDCL 12-27-22](#))
- March 3-8 & 10-15, 2014** Weeks in which county auditor must publish the notice of deadline for filing nominating petitions. ([ARSD 5:02:04:17](#)) ([SDCL 12-12-1](#))
- Tuesday, March 25, 2014** Last day to file Primary Election nominating petitions. ([SDCL 12-6-4](#))
- Last day nominees for party precinct committeeman and precinct committeewoman may file statement of candidacy with the county auditor. ([ARSD 5:02:08:45](#)) ([SDCL 12-5-4](#))
- Last day for a new political party to file petitions declaring organization with the Secretary of State to participate in the Primary Election. ([ARSD 5:02:08:06](#)) ([SDCL 12-5-1](#))

Last day for sheriff candidates who filed a primary nominating petition to file a certificate of qualification with county auditor.
([SDCL 23-3-43.1](#))

**Thursday,
March 27,
2014**

Last day for candidates to file for withdrawal from the Primary Election.
([ARSD 5:02:07:05](#)) ([SDCL 12-6-8.1](#))

**Friday,
March 28,
2014**

Drawing for recognized political party position on the ballot, for the Primary Election, will be held in the office of the Secretary of State at 9:00 a.m.
([SDCL 12-16-8](#))

**Wednesday,
April 9,
2014**

Last day for candidate to file "Statement of Financial Interest – Candidate for Public Office", if nominating petition was filed on last day. This statement must be filed within fifteen days after filing nominating petitions.
(SDCL [12-25-28](#), [12-25-30](#))

Last day for candidate to file a Campaign Finance "Statement of Organization" if nominating petition was filed on last day and if the candidate committee has not already filed a 2014 Statement of Organization. This statement must be filed within fifteen days after filing nominating petitions.
([SDCL 12-27-3](#))

**Wednesday,
April 16,
2014**

Deadline for Primary Election ballots to be printed and in the county auditor's possession.
([SDCL 12-16-1](#))

**Friday,
April 18,
2014**

Absentee voting begins for Primary Election.
([SDCL 12-19-1.2](#))

**Monday,
April 21,
2014**

Deadline for county central committees to submit names to the county auditor to be used as election board workers.
([SDCL 12-15-1](#))

**April 28-May
3 & May 5-9,
2014**

Weeks for notice of voter registration deadline.
([ARSD 5:02:04:04](#)) ([SDCL 12-4-5.2](#))

**Tuesday,
April 29,
2014**

Last day for independent candidates to file nominating petitions with the Secretary of State or county auditor depending on office sought.
([SDCL 12-7-1](#))

**Monday,
May 5,
2014**

Last day for county auditor to submit names of persons to be employed at an electronic voting system counting center to the county chairmen of each party to assure bipartisan representation.
([SDCL 12-17B-11](#))

**Wednesday,
May 14,
2014**

Deadline for the county auditor to appoint precinct superintendents and deputies for each election precinct.
(SDCL [12-15-1](#), [12-15-2](#), [12-15-3](#))

- Monday,
May 19,
2014** Deadline for voter registration for the Primary Election.
([SDCL 12-4-5](#))
- May 19-24 &
May 26-30,
2014** Weeks in which county auditor must publish notice of election.
([ARSD 5:02:04:16](#)) ([SDCL 12-12-1](#))
- May 20
- June 2,
2014** Statewide candidates (does not include legislative candidates), political action committees, ballot question committees, and political parties must file Supplemental Campaign Finance statements with the Secretary of State if they receive an aggregate contribution of \$500 or more within the fourteen days prior to the election. The report must be filed within 48 hours of receipt of the contribution.
([SDCL 12-27-28](#))
- Friday,
May 23,
2014** Deadline for gubernatorial candidates, legislative candidates, political action committees, ballot question committees, and state political parties to file Pre-Primary Campaign Finance Disclosure Statement . Any statement filed shall be consecutive and shall cover contributions and expenditures since the last statement filed.
([SDCL 12-27-22](#))
- Saturday,
May 24,
2014** First day for test of automatic tabulating equipment in counties using electronic voting systems. Notice of testing must be published at least 48 hours prior to the test.
([ARSD 5:02:09:01.01](#)) ([SDCL 12-17B-5](#))
- May 26-31,
2014** Week for publication of facsimile ballot.
([SDCL 12-16-16](#))
- Instructions to voters regarding voting rights to be published with the facsimile ballot for Primary Election.
([ARSD 5:02:05:02.01](#))
- Monday,
June 2,
2014** Deadline to request an absentee ballot is at 5:00 p.m.
([SDCL 12-19-2.1](#))
- Tuesday,
June 3,
2014** **PRIMARY ELECTION DAY**
Polls are open from 7:00 a.m. to 7:00 p.m. legal time.
(SDCL [12-2-1](#), [12-2-3](#))
- Ballots and election supplies must be delivered to the superintendent of each election precinct prior to the opening of the polls.
([SDCL 12-16-18](#))
- Last day for independent sheriff candidates to file a certification of qualification with county auditor.
([SDCL 23-3-43.1](#))

**Monday,
June 9,
2014**

Last day for county canvass of election returns.
([SDCL 12-20-36](#))

Certified copies of the official county canvass must be filed with the Secretary of State immediately following the official canvass.
([SDCL 12-20-38.1](#))

**Tuesday,
June 10,
2014**

Last day for convening the State Board of Canvassers.
([SDCL 12-20-47](#))

**Wednesday,
June 11,
2014**

Last day for Secretary of State to certify runoff candidates to county auditors if no candidate for nomination for United States Senate, United States Representative, or Governor received thirty-five percent of the votes cast in the Primary Election.
([SDCL 12-6-51.3](#))

**Thursday,
June 12,
2014**

Last day for filing recount petition by a county candidate, assuming county canvass was completed on June 9 with the county auditor.
([ARSD 5:02:19:05](#)) ([SDCL 12-21-10](#))

NOTE: Above action must be initiated within three days following completion of the official county canvass.

**Friday,
June 13,
2014**

Last day for filing recount petition by a statewide candidate, assuming state canvass was completed on June 10 with the Secretary of State.
([ARSD 5:02:19:05](#)) ([SDCL 12-21-12](#))

Last day for filing recount petition by a legislative candidate, assuming state canvass was completed on June 10 with the county auditor.
([ARSD 5:02:19:05](#)) ([SDCL 12-21-11](#))

County auditor shall notify the Secretary of State of a legislative recount.
(SDCL [12-21-11](#), [12-21-11.1](#), [12-21-11](#))

NOTE: Above action must be initiated within three days following completion of the official state canvass.

**Tuesday,
July 1,
2014**

Last day to file conservation district director nominating petitions.
([SDCL 38-8-39](#))

**Tuesday,
July 8,
2014**

Deadline for Attorney General to deliver an Attorney General statement for each constitutional amendment proposed by the legislature or referred measure from an even year.
([SDCL 12-13-9](#))

**Tuesday,
August 5,
2014**

Last day for candidates to withdraw nominations for the General Election.
([ARSD 5:02:07:05](#)) ([SDCL 12-6-55](#))

- Tuesday, August 12, 2014** Last day for party central committees to fill vacancies created by candidates who withdrew their nominations.
([ARSD 5:02:07:06](#)) ([SDCL 12-8-6](#))
- Thursday, August 14, 2014** Drawing for political party position on the ballot for the General Election will be held in the office of the Secretary of State at 9:00 a.m.
(SDCL [12-16-3.1](#), [12-16-8](#))
- Monday, August 18, 2014** Deadline for Secretary of State to certify copies of all ballot questions to the county auditor.
([SDCL 12-13-1](#))
- Tuesday, August 19, 2014** Last day for Secretary of State to certify to the county auditor the names of all candidates for state and district office to be placed on the General Election ballot.
([SDCL 12-8-8](#))
- Wednesday, September 17, 2014** Deadline for all General Election ballots to be printed and in the county auditor's possession.
([SDCL 12-16-1](#))
- Friday, September 19, 2014** Absentee voting begins for General Election.
([SDCL 12-19-1.2](#))
- Monday, September 22, 2014** Deadline for county party central committees to submit names to the county auditor to be used as election board workers.
([SDCL 12-15-1](#))
- September 29-October 4 & October 6-10, 2014** Weeks for notice of voter registration deadline.
([ARSD 5:02:04:04](#)) ([SDCL 12-4-5.2](#))
- Wednesday, October 1, 2014** Deadline for county auditor to mail or e-mail copies of all submitted questions to the official county newspaper.
([SDCL 12-13-2](#))
- Monday, October 6, 2014** Last day for county auditor to submit names of persons to be employed at an electronic voting system counting center to the county chairmen of each party to assure bipartisan representation.
([SDCL 12-17B-11](#))
- October 7-21, 2014** Time in which all official county newspapers must publish at least once the full text, statement, title, explanation, and the recitation of effect of each submitted ballot question.
([SDCL 12-13-3](#))
- Wednesday, October 15, 2014** Deadline for the county auditor to appoint superintendents and precinct deputies for each election precinct.
(SDCL [12-15-1](#), [12-15-2](#), [12-15-3](#))

- Monday,
October 20,
2014** Deadline for voter registration for the General Election.
([SDCL 12-4-5.2](#))
- October 20-25
& 27-31, 2014** Weeks in which the county auditor must publish the notice of the General Election.
([ARSD 5:02:04:05](#)) ([SDCL 12-12-1](#))
- October 20-
November 3,
2014** Statewide candidates (does not include legislative candidates), political action committees, ballot question committees, or political parties must file supplemental Campaign Finance reports with the Secretary of State if they receive an aggregate contribution of \$500 or more within the fourteen days immediately preceding the election. The report must be filed within 48 hours of receipt of the contribution.
([SDCL 12-27-28](#))
- Friday,
October 24,
2014** Deadline for statewide candidates, legislative candidates, political action committees, ballot question committees, and political parties to file Pre-General Campaign Finance Disclosure Statements of receipts and expenditures. Any statement filed pursuant to this section shall be consecutive and shall cover contributions and expenditures since the last statement filed.
([SDCL 12-27-22](#))
- Saturday,
October 25,
2014** First day for test of electronic voting system tabulating equipment. Notice of the time and place of the test must be published in the official newspaper at least 48 hours prior to testing.
([ARSD 5:02:09:01.01](#)) ([SDCL 12-17B-5](#))
- October 27-
November 1,
2014** Week for publication of facsimile ballots.
([SDCL 12-16-16](#))
- Instructions to voters regarding voting rights to be published with the facsimile ballot for the General Election.
([ARSD 5:02:05:02.01](#)) ([SDCL 12-16-23](#))
- Monday,
November 3,
2014** Deadline to request an absentee ballot is at 5:00 p.m.
([SDCL 12-19-2.1](#))
- Tuesday,
November 4,
2014** **GENERAL ELECTION DAY**
Polls are open from 7:00 a.m. to 7:00 p.m. legal time.
(SDCL [12-2-2](#), [12-2-3](#))
- Ballots and election supplies must be delivered to the superintendent of each election precinct prior to the opening of the polls.
([SDCL 12-16-18](#))
- Monday,
November 10,
2014** Last day for the county canvass of election returns.
([SDCL 12-20-36](#))

Certified copies of the official county canvass must be filed with the Secretary of State immediately following the official canvass.
([SDCL 12-20-38.1](#))

**Tuesday,
November 11,
2014** Last day for convening the State Board of Canvassers.
([SDCL 12-20-47](#))

**Thursday,
November 13,
2014** Last day for filing a recount petition by county candidates, assuming the county canvass was completed on November 10.
([ARSD 5:02:19:05](#)) ([SDCL 12-21-10](#))
NOTE: Above action must be initiated within three days following completion of the official county canvass.

**Friday,
November 14,** Last day for filing recount petition by statewide candidates or other offices other than the Legislature that are voted upon in more than one county, assuming state canvass was completed on November 11 with the Secretary of State.
([ARSD 5:02:19:05](#)) ([SDCL 12-21-12](#))

Last day for filing recount petition by legislative candidates, assuming state canvass was completed on November 11 with the county auditor.
([ARSD 5:02:19:05](#)) ([SDCL 12-21-11](#))

County auditor shall notify the Secretary of State of a legislative recount.
(SDCL [12-21-11](#), [12-21-11.1](#))

**Thursday,
November 20,
2014** Deadline for petition for recount in precinct by voters of the precinct.
([ARSD 5:02:19:06](#)) ([SDCL 12-21-8](#))

Last day for a county candidate to initiate action to contest, assuming county canvass was completed on November 10 and no recount is in progress.
([SDCL 12-22-5](#))

NOTE: Above actions must be initiated within ten days following completion of the official county canvass.

**Friday,
November 21,
2014** Last day for filing petition for recount on a statewide ballot question.
([ARSD 5:02:19:07](#)) ([SDCL 12-21-14](#))
NOTE: Above actions must be initiated within ten days following completion of the official state canvass.

Last day for initiating a contest by a legislative or statewide candidate, or by citizens on behalf of a ballot question, assuming the state canvass was completed on November 11 and no recount is in progress.
([SDCL 12-22-5](#))

NOTE: Above actions must be initiated within ten days following completion of the official state canvass.

**January
2015** "Statement of Financial Interest – Elected Official" must be filed within 15 days of taking oath of office.
(SDCL [3-1A-2](#), [3-1A-4](#))

**Monday,
February 2,
2015** Last day for statewide candidates, legislative candidates, political action committees, ballot question committees, and political parties to file Year-End Campaign Finance Disclosure Statements of receipts and expenditures with the Secretary of State. Report covers information from last report through the last day of the preceding calendar year.
([SDCL 12-27-22](#))

IMPORTANT SECONDARY ELECTION DATES

**June 14-15,
2014** Days for Secretary of State to publish notice of secondary election and facsimile ballot in the state newspapers that publish on Saturday and Sunday.
([SDCL 12-12-1](#))

**Wednesday,
June 25, 2014** Deadline for all Secondary Election ballots to be printed and in the county auditor's possession.
([SDCL 12-16-1](#))

**Friday,
June 27,
2014** Absentee voting begins for Secondary Election.
([SDCL 12-19-1.2](#))

**Monday,
July 28,
2014** Deadline for voter registration for the Secondary Election.
([SDCL 12-4-5](#))

**Monday,
August 11,
2014** Deadline to request an absentee ballot is at 5:00 p.m.
([SDCL 12-19-2.1](#))

**Tuesday,
August 12,
2014** **SECONDARY ELECTION DAY.**
Polls are open from 7:00 a.m. to 7:00 p.m. legal time.
([SDCL 12-6-51.1](#))

Ballots and election supplies must be delivered to the superintendent of each election precinct prior to the opening of the polls.
([SDCL 12-16-18](#))

**Monday,
August 18,
2014** Certified copies of the official county canvass must be filed with the Secretary of State immediately following the official canvass.
([SDCL 12-20-38.1](#))

Last day for county canvass of returns for Secondary Election.
([SDCL 12-20-36](#))

**Tuesday,
August 19,
2014** Last day for convening of state board of canvassers for Secondary Election.
([SDCL 12-20-47](#))

OFFICIAL SOUTH DAKOTA STATE HOLIDAYS – 2014

* Should a deadline fall upon a state holiday, then the deadline will be the following business day.

Wednesday, January 1 st	New Year's Day
Monday, January 20 th	Martin Luther King, Jr. Day
Monday, February 17 th	Presidents' Day
Monday, May 26 th	Memorial Day
Friday, July 4 th	Independence Day
Monday, September 1 st	Labor Day
Monday, October 13 th	Native Americans' Day
Tuesday, November 11 th	Veterans' Day
Thursday, November 27 nd	Thanksgiving Day
Thursday, December 25 th	Christmas Day

For additional election information contact:

Election Division
Secretary of State's Office
500 E. Capitol Ave., Suite 204
Pierre, SD 57501
P: (605)773-3537
F: (605)773-6580
elections@state.sd.us

QUESTIONS?





OFFICES TO BE FILLED IN 2014

NOMINATED BY PETITION

- U.S. Senate – 6 year term
- U.S. Representative – 2 year term
- Governor – 4 year term
- 105 Legislator – 2 year term
- County Commissioners – 4 year term
- County Auditor – 4 year term
- County Register of Deeds – 4 year term
- County Sheriff – 4 year term
- Mid-term Appointments – 2 or 4 year terms
- Delegates to Political Party State Convention
- Precinct Committeeman and Committeewoman



NOMINATED AT POLITICAL PARTY CONVENTION

- Lieutenant Governor – 4 year term
- Secretary of State – 4 year term
- Attorney General – 4 year term
- State Auditor – 4 year term
- State Treasurer – 4 year term
- Comm. of School & Public Lands – 4 year term
- Public Utilities Commissioner – 6 year term



SUPREME COURT JUSTICE RETENTION

- Chief Justice David Gilbertson – 8 year term
- Justice John Koenkamp – 8 year term
- Justice Steven Zinter – 8 year term
- Justice Lori Wilbur – 8 year term



CIRCUIT COURT JUDGE – 8 YEAR TERM

- 1st Circuit – 6 judges
 - Aurora, Bon Homme, Brule, Buffalo, Charles Mix, Clay, Davison, Douglas, Hanson, Hutchinson, McCook, Turner, Union, and Yankton Counties
- 2nd Circuit – 10 judges
 - Lincoln and Minnehaha Counties
- 3rd Circuit – 6 judges
 - Beadle, Brookings, Clark, Codington, Deuel, Grant, Hamlin, Hand, Jerauld, Kingsbury, Lake, Miner, Moody, and Sanborn Counties
- 4th Circuit – 4 judges
 - Butte, Corson, Dewey, Harding, Lawrence, Meade, Perkins, and Ziebach Counties
- 5th Circuit – 4 judges
 - Brown, Campbell, Day, Edmunds, Faulk, Marshall, McPherson, Roberts, Spink, and Walworth Counties
- 6th Circuit – 4 judges
 - Bennett, Gregory, Haakon, Hughes, Hyde, Jackson, Jones, Lyman, Mellette, Potter, Stanley, Sully, Todd, and Tripp Counties
- 7th Circuit – 7 judges
 - Custer, Fall River, Pennington, and Shannon Counties



COMMITTEE ON JUDICIAL ELECTIONS

- Appointed by Chief Justice Gilbertson
- Serve as a resource for judicial candidates and help deter impermissible judicial campaign conduct.
- Press Release can be found at <http://uj.s.sd.gov/Information/newsitem.aspx?id=390>



SPECIAL DISTRICTS

- Water Development District Directors – 4 & 2 year term
- Conservation District Supervisor – 4 year term
- Heartland Consumers Power District – 6 year term



CONVENTION DELEGATES

- Precinct Committeeman and Committeewoman for each precinct.
 - File a Statement of Candidacy by March 25, 2014
 - [ARSD 5:02:08:45](#)
 - If more than one files in a precinct, the names go on the Primary Ballot.



CONVENTION DELEGATES

- Delegates to Republican State Convention:
 - County Chairman, Vice Chairman, County Committeeman, County Committeewoman, each Precinct Committeeman & Committeewoman and three at-large delegates from each county.
- Delegates to Democratic State Convention:
 - Each county shall send a minimum of four delegates, one being the County Chair or the next higher office & three shall be elected. In addition, the County shall elect one delegate for every 1,500 voters (or major fraction thereof) over 4,000 cast in that County in the last General Election for the Democratic candidate for Governor.



QUESTIONS?





PRIMARY ELECTION BALLOT

PRIMARY ELECTION BALLOT

- Republican voters may only vote on the Republican ballot.
- Democratic voters may only vote on the Democratic ballot.
- Independent, No Party Affiliation and Other may choose, if available, either the Democratic or Non-Partisan ballot.
- Americans Elect, Constitution and Libertarian voters may only vote, if available, either their Party ballot or the Non-Partisan ballot.



QUESTIONS?





PETITIONS

FILING DEADLINE

- Partisan Candidates, Circuit Court Judge, Water Development, Heartland Consumers Power District, Precinct Committeeman or Committeewoman
 - March 25, 2014
- Independent Candidates
 - April 29, 2014
- Conservation District Candidates
 - July 1, 2014



PUBLISHING DEADLINES

- March 3rd – 8th and 10th – 15th

5:02:04:17. Notice of deadline for filing primary nominating petitions. Not less than ten nor more than fifteen days before the deadline for filing primary nominating petitions, the person in charge of the local election shall publish a notice in the following form:

NOTICE OF DEADLINE FOR FILING NOMINATING PETITIONS

The deadline for filing nominating petitions is _____, _____, at 5:00 p.m. If a petition is mailed by registered mail by _____, _____, at 5:00 p.m., it shall be considered filed.

Nominating petitions for the offices of (here list county offices) shall be filed in the office of the county auditor located in the county courthouse during regular business hours. Nominating petitions for the offices of (here list legislative, state, and federal offices) shall be filed in the office of the Secretary of State, State Capitol Building, Pierre, SD 57501, between the hours of 8:00 a.m. and 5:00 p.m.

(Person in charge of election)



PETITION TYPES

- Partisan Election ([ARSD 5:02:08:01](#))
 - Fillable Petitions
 - Statewide
 - Legislative
 - County
- Independent ([ARSD 5:02:08:05](#))
- Circuit Court Judge ([ARSD 5:02:08:02](#))
- Water Development District ([ARSD 5:02:08:24](#))
- Heartland Consumers ([ARSD 5:02:08:42](#))
- Conservation District (ARSD 5:02:08:36-38)
 - 3 types: [Taxpayer of Real Property](#), [Urban Area](#) and [Rural Landowner or Occupier](#).
- Precinct Committeeman or committeewoman ([ARSD 5:02:08:45](#))



SIGNATURE REQUIREMENTS

- On the SOS website at http://sdsos.gov/content/viewcontent.aspx?cat=elections&pg=/elections/upcomingelecton_signersrequired10.shtm



NOMINATING PETITION FOR PARTISAN ELECTION _____ PARTY

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED qualified voters of _____ (here insert the jurisdiction in which the office is sought: name of county, number of legislative district, or "state") of South Dakota and members of the _____ Party, nominate _____, of _____ County, South Dakota, whose mailing address is _____, SD _____, and whose principal residence address is _____, SD _____, as a candidate for the office of _____ at the Primary Election to be held June ____, 20__.

DECLARATION OF CANDIDATE

I, _____ (print name here exactly as you want it on the election ballot), under oath, declare that I am eligible to seek the office for which I am a candidate, that I am registered to vote as a member of the _____ party, and that if I am a legislative or county commission candidate I reside in the district from which I am a candidate. If nominated and elected, I will qualify and serve in that office.

(Signed) _____

Sworn to before me this _____ day of _____, 20__.

(Seal)
My Commission Expires _____.

Signature of Officer Administering Oath

Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer or the circulator must print the name of the signer in the space provided and add the county of voter registration.
4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

NAME	RESIDENCE	DATE/COUNTY
SIGN 1 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 2 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
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SIGN 6 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 7 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION

CERTIFICATE OF NOMINATION FOR INDEPENDENT CANDIDATE

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED qualified voters of _____ (here insert the jurisdiction in which the office is sought: name of county, number of legislative district or "state") of South Dakota, nominate _____ of _____ County, whose mailing address is _____, SD _____, and whose principal residence address is _____, SD _____, as an Independent candidate for the office of _____ at the general election to be held November _____, 20____.

DECLARATION OF CANDIDATE

I, _____ (print name here exactly as you want it on the election ballot), under oath, declare that I am eligible to seek the office for which I am a candidate and that if I am a legislative or county commission candidate I reside in the district from which I am a candidate. If elected, I will qualify and serve in that office.

(Signed) _____

Sworn to before me this _____ day of _____, 20____.

(Seal)
My Commission Expires _____.

Signature of Officer Administering Oath

Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer or the circulator must print the name of the signer in the space provided and add the county of voter registration.
4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

NAME	RESIDENCE	DATE/COUNTY
SIGN 1 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 2 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
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SIGN 7 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION

NOMINATING PETITION FOR CIRCUIT COURT JUDGE NONPARTISAN ELECTION

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED qualified voters of the _____ Judicial Circuit, State of South Dakota, nominate _____ of _____ County, State of South Dakota, whose mailing address is _____, SD _____, as a candidate for the office of Judge of the Circuit Court, position _____, in the (primary) (general) election to be held (June) (November) _____, _____.

DECLARATION OF CANDIDATE

I, _____ (print name here exactly as you want it on the election ballot), under oath, declare that I am eligible to seek the office for which I am a candidate. If nominated and elected, I will qualify and serve in that office.

(Signed) _____

Sworn to before me this _____ day of _____, _____ .
(Seal)

Signature of Officer Administering Oath

My commission expires _____ .

Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer or the circulator must print the name of the signer in the space provided and add the county of voter registration.
4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

NAME	RESIDENCE	DATE/COUNTY
SIGN 1 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 2 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
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SIGN 7 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION

NOMINATING PETITION FOR WATER DEVELOPMENT DISTRICT DIRECTOR NONPARTISAN ELECTION

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED registered voters of _____ (insert the director area the candidate is to represent) of the _____ Water Development District, nominate _____ of _____ County, State of South Dakota, whose mailing address is _____, South Dakota, as a candidate for the office of director, representing _____ (insert the director area the candidate is to represent) of the _____ Water Development District for a _____ year term, in the primary election to be held on June ____, 20__.

DECLARATION OF CANDIDATE

I, _____ (print name here exactly as you want it on the election ballot), under oath, declare that I am a resident and registered voter in the director area that I will represent and that I am eligible to seek the office for which I am a candidate. If nominated and elected, I will qualify and serve in that office.

(Signed) _____

Sworn to before me this ____ day of _____, 20__.

(Seal)

Signature of Officer Administering Oath

Title of Officer Administering Oath

My Commission Expires _____

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer or the circulator must print the name of the signer in the space provided and add the county of voter registration.
4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

NAME	RESIDENCE	DATE/COUNTY
SIGN 1 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 2 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 3 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
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SIGN 5 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 6 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 7 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION

NONPARTISAN NOMINATING PETITION FOR CONSUMERS POWER DISTRICT DIRECTOR

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED qualified voters of Subdivision No. _____ (insert the subdivision the candidate is to represent) of the _____ Consumers Power District nominate _____ of _____ County, State of South Dakota, whose mailing address is _____, and whose residence address is _____, as a candidate for the office of director, representing Subdivision No. _____ (insert the subdivision area the candidate is to represent) of the _____ Consumers Power District in the primary election to be held on the _____ day of _____, _____.

DECLARATION OF CANDIDATE

I, _____ (print name here exactly as you want it on the ballot) under oath, declare that I own real property and reside in the area that I will represent and that I am eligible to seek the office for which I am a candidate. If nominated and elected, I will qualify and serve in that office.

(Signed) _____

Sworn to before me this ____ day of _____, _____.

(Seal)
My Commission Expires _____.

Signature of Officer Administering Oath

Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer or the circulator must print the name of the signer in the space provided and add the county of voter registration.
4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

NAME	RESIDENCE	DATE/COUNTY
SIGN 1 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 2 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
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SIGN 7 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION

NAME	RESIDENCE	DATE/COUNTY
SIGN 8 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 9 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 10 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 11 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 12 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 13 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 14 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 15 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 16 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 17 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 18 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 19 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN 20 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Print name of the circulator _____ Residence Address _____ City _____ State _____

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.

Signature of Circulator

Sworn to before me this ____ day of _____, _____.
(Seal)

Signature of Officer Administering Oath

My Commission Expires _____

Title of Officer Administering Oath

NONPOLITICAL CONSERVATION DISTRICT PETITION TAXPAYER OF REAL PROPERTY CONSERVATION DISTRICT SUPERVISOR

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED registered voters of _____ Conservation District in _____ County(ies), South Dakota, nominate _____ of _____ County, State of South Dakota, whose mailing address is _____, _____, SD _____, as a candidate for the office of Conservation District Supervisor, Taxpayer of Real Property, for "a four""the remaining two years of a four" (cross out incorrect option) year term, within the _____ Conservation District at the general election be held on November ____, ____.

DECLARATION OF CANDIDATE

I, _____ (print name here exactly as you want it on the election ballot), under oath, declare that I reside in _____ County, that I am a taxpayer of real property, and that I am eligible to seek the office for which I am a candidate. If nominated and elected, I will qualify and serve as Conservation District Supervisor.

(Signed) _____

Sworn to before me this ____ day of _____, ____.
(Seal)

Signature of Officer Administering Oath

My Commission Expires _____

Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
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4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

NAME	RESIDENCE	DATE/COUNTY
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SIGN 7 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION

NONPOLITICAL CONSERVATION DISTRICT PETITION URBAN AREA CONSERVATION DISTRICT SUPERVISOR

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED registered voters of _____ Conservation District in _____ County(ies), South Dakota, nominate _____ of _____ County, State of South Dakota, whose mailing address is _____, _____, SD _____, as a candidate for the office of Conservation District Supervisor, Urban Area, for "a four" "the remaining two years of a four" (cross out incorrect option) year term, within the _____ Conservation District at the general election be held on November ____, ____.

DECLARATION OF CANDIDATE

I, _____ (print name here exactly as you want it on the election ballot), under oath, declare that I reside in _____ County, that I am a resident of an urban area, and that I am eligible to seek the office for which I am a candidate. If nominated and elected, I will qualify and serve as Conservation District Supervisor.

(Signed) _____

Sworn to before me this ____ day of _____, ____.

(Seal)

My Commission Expires _____

Signature of Officer Administering Oath

Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
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SIGN 7 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION

NONPOLITICAL CONSERVATION DISTRICT PETITION RURAL LANDOWNER OR OCCUPIER CONSERVATION DISTRICT SUPERVISOR

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED registered voters of _____ Conservation District in _____ County(ies), South Dakota, nominate _____ of _____ County, State of South Dakota, whose mailing address is _____, _____, SD _____, as a candidate for the office of Conservation District Supervisor, Rural Landowner or Occupier, for "a four""the remaining two years of a four" (cross out incorrect option) year term, within the _____ Conservation District at the general election be held on November ____, ____.

DECLARATION OF CANDIDATE

I, _____ (print name here exactly as you want it on the election ballot), under oath, declare that I reside in _____ County, that I am a rural landowner or occupier, and that I am eligible to seek the office for which I am a candidate. If nominated and elected, I will qualify and serve as Conservation District Supervisor.

(Signed) _____

Sworn to before me this ____ day of _____, ____.

(Seal)

My Commission Expires _____

Signature of Officer Administering Oath

Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer or the circulator must print the name of the signer in the space provided and add the county of voter registration.
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5. Failure to provide all information requested may invalidate the signature.

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SIGN 7 PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION

Precinct Committeeman or Committeewoman Statement

I, _____, of _____ County, declare myself a candidate for the position of _____ (insert party) Party Precinct _____ (insert committeeman or committeewoman) for Precinct No. _____. My mailing address is _____, _____, SD _____ and my residence address is _____, _____, SD _____.

I understand that to be a Precinct Committeeman or Committeewoman, I must be a resident of the precinct, be registered as a member of the political party named above, and if elected, will qualify and serve in the office.

I certify all of the above information to be true.

Print Name _____

Date _____

Signature _____

Telephone Number _____

GUIDELINES FOR ACCEPTANCE

- ARSD 5:02:08:00
- When a petition is presented for filing, the person or governing board authorized to accept the petition for filing shall determine if it meets the following requirements for acceptance:
 - (1) The petition is in the form required by this chapter;
 - (2) The petition contains the minimum number of valid signatures, counted according to 5:02:08:00.01. One or more invalid signatures on a petition section do not disallow other valid signatures on the section;



GUIDELINES FOR ACCEPTANCE

- (3) Each section of the petition contains an identical heading and is verified by the circulator. The circulator may add the addresses of the petitioners and the dates of signing before completing the verification. The circulator may also add the printed name of the signer and the county of voter registration. Residence addresses may be abbreviated. Dates may be in numbers, but must include month, day, and year. The verification was completed and signed before an officer authorized to administer oaths;
- (4) The declaration of candidacy contains the original signature of the candidate. Additional sections may have an original or photocopied signature of the candidate;



GUIDELINES FOR ACCEPTANCE

- (5) If a petition is for a ballot question to be voted on statewide, the signatures were obtained after a copy of the text of the petition was filed with the secretary of state;
- (6) The governing board or person authorized by statute to accept the petition shall, if requested, allow a petition circulator the opportunity to add missing information on the signature lines or circulator's verification on his or her petition provided the filing deadline has not passed; and
- (7) Following the presentation of the petition for filing, names may not be removed from the petition.
- Candidate cannot notarize their own petition.



REQUIREMENTS FOR COUNTING

- ARSD 5:02:08:00.01
- Requirements for counting signatures on a petition sheet are as follows:
 - (1) No signature on a petition sheet may be counted if one of the following conditions is present:
 - a) The form of the petition does not meet the requirements of this chapter;
 - (b) The circulator's verification is not completed or is improperly completed, according to subdivision 5:02:08:00(3) unless the missing information is completed elsewhere on the petition sheet. A completed circulator's verification must include the printed name of the circulator, the circulator's residence address as provided in subdivision 5:02:08:00.01(2)(c), and complete date;



REQUIREMENTS FOR COUNTING

- (c) The declaration of candidacy has not been completed on or after the first date authorized by statute to circulate the petition, and signed by the candidate and the signature witnessed by an official empowered to administer oaths in South Dakota; and
- (2) An individual signature on a petition sheet may not be counted if one of the following conditions is present:
 - (a) It was signed prior to the signing of the candidate's declaration of candidacy or, if for a ballot question, it was signed before a copy of the text was filed with the secretary of state;
 - (b) It was signed after the circulator completed the verification;



REQUIREMENTS FOR COUNTING

- (c) The residence address does not include a street and house number or a rural route and box number and the town. If the signer is a resident of a second or third class municipality, a post office box number may be used. If the signer does not have a residence address or post office box number, a description of the residence location must be provided. If the signer is a resident of a building with a publicly known name, the building name may be used;
- (d) The date of signing, including month and day, is not indicated;
- (e) The signer's name is not printed and legible; or
- (f) The signer's county of voter registration is not provided.



- Abbreviations of common usage may be used. Ditto marks may not be used.
- Failure to provide all information requested may invalidate the signature.

	NAME	RESIDENCE	DATE/COUNTY
1	Paulene Stonum	P.O. BOX 1255 Rapid City SD 57709	4-11-09 Pennington
2	Susan Bettelyoun	2900 Orchard Ln #2 Rapid City, SD. 5703	4-11-09 Penn.
3	Jordan Newman	709 E. Anamosa #301 Rapid city SD	4-11-09 Pennington
4	Lilly Aweem	6400 Southside Dr Rapid City	4-11-09 Penn.
5	WALT DENSON	4300 Cresswood Dr RAPID CITY	4-11-09 PENN.
6	Donald Crites	6875 AXCADIA SUMNERSET	4-11-09 PENN.
7	Bruce Trasker	840 N. Spruce #147 Rapid City	4-11-09 Pennington
8	Kathy Tripp	840 N. Spruce #147 Rapid City	4-11-09 Pennington
9	Rhiannon Wright	2000 Ash Ave #28 Rapid City, SD 57703	4-11-09 Pennington Co.
10	Stan Tenenoux	278 143rd Ave #26 Rapid City	4-11-09 Tenenoux Co.
11	R. ZKEAT	2436 Ambush Park Rd Rapid City	4-11-09 Pennington
12	Heath A. Freeman	23054 175th Ave. Quinta	4-11-09 Pennington
13	Michelle Ceretti	11 Weibach Dr Rapid City SD 57701	4-11-09 Pennington



NAME		RESIDENCE	DATE/COUNTY
SIGN 14 PRINT	<i>Les Kaise</i> Les Kaise	1716 S Aberdeen Cir SIOUX FALLS SD 57106	4/27/09 MINNEAPOLIS
SIGN PRINT	<i>Brian Bissel</i> Brian Bissel	2126 S Dakota SIOUX FALLS SD 57105	4/28/09 MINNEAPOLIS
SIGN 16 PRINT	<i>Carey Boynton</i> Carey Boynton	304 N. Hiwanis Ave AUSTON	4-28-09 MINNEAPOLIS

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Print name of the circulator Dustin Wastell Residence Address 314 Birch Ave City Brookings State SD

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.

Dustin Wastell ; ID = Drivers License *[Signature]*
Signature of Circulator

Sworn to before me this 16 day of June 2009.
(Seal)

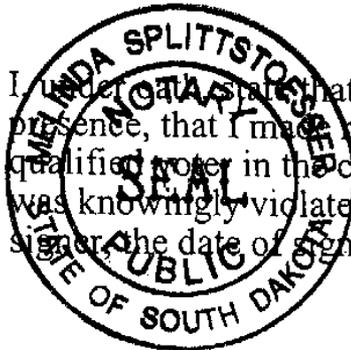
My Commission Expires 1-31-12
Form Revised 2007 - 5:02:08:08
Pamela Rice
 Signature of Officer Administering Oath
PAMELA M. RICE
NOTARY PUBLIC - MINNESOTA
My Commission Expires 01-31-2012
Title of Office Administering Oath

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Jennifer Weeks 237
 Print name of the circulator Residence Address City State

I, Melinda Splittstoesser, certify that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.



Jennifer Weeks
 Signature of Circulator

Sworn to before me this 28th day of MAY, 09
 (Seal)

Melinda Splittstoesser
 Signature of Officer Administering Oath

My Commission Expires February 12, 2015
 Form Revised 2007 - 5:02:08:08

Office Manager
 Title of Officer Administering Oath

SIGN Miranda PRINT MIRANDA TOMMERTASEN	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 523 Valley View Ave CITY OR TOWN Baltic, SD 57003	DATE OF SIGNING 4-10-09 COUNTY OF REGISTRATION Minnehaha
SIGN Mike Hunt PRINT Mike Hunt	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 29256 Valley Forge Ave CITY OR TOWN Dell Rapids SD 57030	DATE OF SIGNING COUNTY OF REGISTRATION
SIGN Andrea PRINT Andrea Bentschler	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 523 Valley View Ave CITY OR TOWN Baltic SD 57003	DATE OF SIGNING 4-10-09 COUNTY OF REGISTRATION Minnehaha
SIGN	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER	DATE OF SIGNING

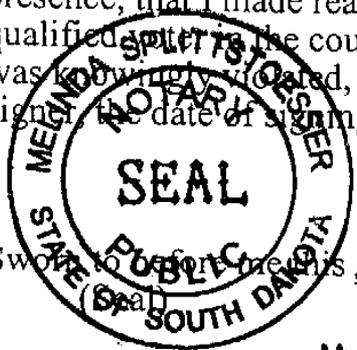
3	SIGN <i>Kristin Mattson</i> PRINT <i>Kristin Mattson</i>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <i>3440 Correll</i> CITY OR TOWN <i>R R 50</i>	DATE OF SIGNING <i>4/11/09</i> COUNTY OF REGISTRATION <i>Remi</i>
4	SIGN <i>Craig E. Mattson</i> PRINT <i>Craig E. Mattson</i>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <i>DITTO</i> CITY OR TOWN <i>DITTO</i>	DATE OF SIGNING <i>4/11/09</i> COUNTY OF REGISTRATION <i>Remi</i>
5	SIGN <i>Chris Siska</i> PRINT <i>Chris Siska</i>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <i>3721 Sevens Pity Lane</i> CITY OR TOWN <i>Rural City 50</i>	DATE OF SIGNING <i>4-11-09</i> COUNTY OF REGISTRATION <i>Remi</i>

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Print name of the circulator *Peggy Clarke* Residence Address *1010 East Pet #71* City *Remi* State *SD*

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.



Peggy Clarke
Signature of Circulator

Sworn to before me this *28* day of *MAY*, *09*.

Signature of Officer Administering Oath

Title of Officer Administering Oath

My Commission Expires **February 12, 2015**

PETITION CHALLENGE LAW

- Any person may challenge within 5 business days after any type of petition is filed.
- Must file affidavit stating deficiencies.
- Person in charge of election verifies information provided in affidavit – check actual registrations.
- Notify petitioner if petition is rejected based on the challenge.
- Does not prevent any other legal remedy.



QUESTIONS?





EAC ELECTION ADMINISTRATION AND VOTING SURVEY

EAC ELECTION DAY SURVEY

- TotalVote will populate numbers for you.
- Verify, verify, verify.
- Extremely important to check for accurate numbers.
- Can be sent to the SOS office immediately after the 2014 General Election Canvass.
- Due by February 1, 2015.





U.S. ELECTION ASSISTANCE COMMISSION

2014 Election Administration & Voting Survey

The ongoing process of improving America's election systems relies in part on having accurate data about the way Americans cast their ballots. In 2002, Congress chartered the U.S. Election Assistance Commission (EAC) to collect information on the state of American elections and make it widely available to policy makers, advocates, scholars, journalists and the general public. Since 2004, the Commission has sponsored a biennial survey as its primary tool for fulfilling that mission. We are pleased to present the 2014 Election Administration and Voting Survey, and we ask for your help in making it the most complete and accurate survey in its history.

The questions below ask for information about ballots cast, voter registration, overseas and military voting, Election Day activities, voting technology, and other important issues. The section concerning the Uniformed and Overseas Citizens Voting Act (UOCAVA) serves as the EAC's standardized format for state reporting of UOCAVA voting information as required by 42 U.S.C. §1973ff-1. States that complete and timely submit this section to the EAC will fulfill their UOCAVA reporting requirement under 42 U.S.C. §1973ff-1(c). Additionally, EAC is mandated by the National Voter Registration Act (NVRA) to collection information from states concerning the impact of that statute on the administration of Federal elections. With this information, EAC is required to make a report to Congress and provide recommendations for the improvement of Federal and State procedures, forms, and other NVRA matters. States that timely respond to all questions in this survey concerning voter registration related matters will meet their NVRA reporting requirements under 42 U.S.C. § 1973gg-7 and EAC regulations.

The EAC recognizes the burden that asking for these data places on state and local election officials, and we have worked to minimize that burden as much as possible.

In advance, we thank you for your cooperation and look forward to answering any questions you might have.

Information supplied by:

Name		Title	
Office/Agency name			
Address 1			
Address 2			
City		State	Zip Code
E-mail address			
Telephone (area code and number)	Extension	Fax number (area code and number)	

Instructions for Completing the 2014 Election Administration & Voting Survey

1. This survey collects information on election administration issues in local election offices (typically counties or townships) that are responsible for the administration of the November 2014 general election. As such, all data should be reported at the level of the local jurisdiction. However, the State or Territorial level election office may fill out any or all of the information on behalf of the local election offices under its jurisdiction.
2. Do not leave items blank - always provide an answer to the question asked using the "Data not available" or "Other" categories discussed below, if needed.
3. Use the "Data not available" box if the question asks for details that are not required by your state law or the question asks for information that is not currently collected.
4. You may find it helpful to read an entire section before answering any of the questions in that section.
5. Please attempt to record data according to the categories as they are defined in the question. If your jurisdiction uses a different data classification scheme (for instance, collects data in such a way that combines two or more categories listed in a question), you can use the space provided for "Other" to provide numbers and details on these categories. Use as many "Other" categories as you need to adequately report the relevant statistics for your jurisdiction. If you enter information into the "Other" field, please use the comments field to provide an explanation for the answer.

In the example below, the jurisdiction does not collect separate statistics on the number of duplicate and rejected registration forms, but instead has only one number that represents the total number of registration forms that are either duplicated or rejected.

EXAMPLE:

A5. In order to evaluate the workflow of your office over the last election cycle, enter the total number of registration forms your jurisdiction received from all sources during the period from the close of registration for the November 2012 general election until the close of registration for the November 2014 general election. Include here any Election Day or Same Day registrations, if applicable. Also include any special categories of voters who may have extended deadlines, such as returning military personnel, if applicable.

A5a. Total..... Data not available

Next, divide the total number of registration application forms received (as entered in A5a) into the following categories. The amounts should sum to the total provided in A4a.

	Data not available	
	▼	
A5b. New registrations.....	<input type="text" value="4000"/>	<input type="checkbox"/>
A5c. Invalid or rejected (other than duplicates).....	<input type="text"/>	<input checked="" type="checkbox"/>
A5d. Duplicate of existing registration	<input type="text"/>	<input checked="" type="checkbox"/>
A5e. Changes to name, party or within-jurisdiction address change	<input type="text" value="500"/>	<input type="checkbox"/>
A5f. Moved into jurisdiction but was registered elsewhere in the state.....	<input type="text" value="200"/>	<input type="checkbox"/>
A5g. Other→ comments: <u>duplicate and invalid registrations combined</u>	<input type="text" value="300"/>	
A5h. Other→ comments: _____	<input type="text"/>	
TOTAL	<input type="text" value="5000"/>	

SECTION A

VOTER REGISTRATION

EAC is mandated by the National Voter Registration Act (NVRA) to collect information from states concerning the impact of that statute on the administration of Federal elections. With this information EAC is required to make a report to Congress and provide recommendations for the improvement of Federal and State procedures, forms, and other NVRA matters. States that timely respond to all questions in this survey concerning voter registration related matters will meet their NVRA reporting requirements under 42 U.S.C. § 1973gg-7 and EAC regulations.

Roadmap to Section A:

- **A1, A2 and A3** ask for information about the number of registered voters in your jurisdiction and how you calculate those statistics.
- **A4** asks for information about registration activity on days in which it was possible for a person to both register and vote on the same day.
- **A5** asks for information on all registration forms for all types of registration transactions (successful and unsuccessful) received by your office.
- **A6** asks for the sources of all registration forms (both successful and unsuccessful).
- **A7** asks for the sources of new registrations.
- **A8** asks for the sources of duplicate registrations.
- **A9** asks for the sources of invalid or rejected registrations.
- **A10** asks for information on confirmation notices sent under NVRA Section 8(d) 2.
- **A11** asks for the number of voters removed from the voter registration rolls and the reason for their removal.

A1. Enter the total number of persons in your jurisdiction who were registered and eligible to vote in the November 2014 general election. Include all persons eligible to vote in the election including special categories of voters with extended deadlines (such as returning military). Do not include any persons under the age of 18 who may be registered under a "pre-registration" program.

A1a. Total Data not available

A1 Comments

A2. When you report the number of registered voters in your jurisdiction for the November 2014 general election (as in A1a) do you include both active and inactive voters in the count, or does your jurisdiction only include active voters? (Select only one)

A2a. Jurisdiction uses both active and inactive registered voters

A2b. Jurisdiction only uses active registered voters

A2c. Other → comments:

A2 Comments

A3. Enter the total number of persons who were registered and eligible to vote in the November 2014 general election into the following categories. Do not include any persons under the age of 18 who may be registered under a "pre-registration" program.

Data not available
▼

A3a. Active.....

A3b. Inactive.....

A3 Comments

A4. If your state's laws allowed any voters to register and then to vote on the same day, enter the total number of registration forms received on those days in which it was possible to both register for and vote in the November 2014 general election on the same day. This question includes jurisdictions in states that have formal Election Day Registration or Same Day Registration and those states that have other situations that provide Election Day Registration or Same Day Registration. This question includes jurisdictions in states that permit Election Day Registration for voting for office of President, such as Connecticut and Rhode Island.

A4a. Total new Same Day registrations... Data not available

..... Not applicable

A4b. Are the numbers you provided for question A4a because your state allows Election Day Registration or Same Day Registration for all voters, or does your answer come from a different circumstance?

.....Yes, our state has Election Day Registration or Same Day Registration.

..... No, our state does not have formal Election Day Registration or Same Day Registration, but some voters were able to register and vote on the same day for the 2014 election.

..... Other → comments: _____

..... Not applicable.

A4 Comments

A5. In order to evaluate the workflow of your office over the last election cycle, enter the total number of forms your jurisdiction received from all sources during the period from the close of registration for the November 2012 general election until the close of registration for the November 2014 general election. Include any forms that were processed, such as changes to name, party or address, duplicates, or pre-registrations. Include here any Election Day or Same Day registrations, if applicable. Also include any special categories of voters who may have extended deadlines such as returning military personnel, if applicable.

A5a. Total Data not available

Next, divide the total number of registration application forms received (as entered in A5a) into the following categories. The amounts should sum to the total provided in A5a.

Data not available
▼

- A5b.** New valid registrations (excluding pre-registrations of persons under 18)
- A5c.** New "pre" registrations of persons under age 18
- A5d.** Duplicate of existing valid registration
- A5e.** Invalid or rejected (other than duplicates)
- A5f.** Changes to name, party or within-jurisdiction address change
- A5g.** Address changes that cross jurisdiction borders
- A5h.** Other → comments:
- A5i.** Other → comments:
- A5j.** Other → comments:
- A5k.** Other → comments:
- A5l.** Other → comments:
- TOTAL** **A5a**

A5 Comments

A6a through A6o: Divide the total number of all registration forms received (as entered in A5a) into the following sources.
A7a through A7o: Divide the total number of new registration forms received (as entered in A5b) into the following sources.
A8a through A8o: Divide the total number of duplicate registration forms received (as entered in A5d) into the following sources.
A9a through A9o: Divide the total number of invalid or rejected registration forms (as entered in A5e) received into the following sources.

*Sub-question "e" should include all forms handled through the public assistance agency process (i.e., paper, online).

	<i>(from A5a)</i>		<i>(from A5b)</i>		<i>(from A5d)</i>		<i>(from A5e)</i>	
	A6. Total forms received	Data not available ▼	A7. New registrations	Data not available ▼	A8. Duplicate of existing registrations	Data not available ▼	A9. Invalid or rejected	Data not available ▼
a. <u>Individual voters</u> submitting applications by mail, fax, or email	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
b. <u>Individual voters</u> registering in person at the election/registrar's office	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
c. <u>Individual voters</u> submitting registration forms via the Internet.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
d. Motor vehicle offices or other offices that issue drivers licenses.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
e. Public assistance offices mandated as registration sites under NVRA	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
f. State funded agencies primarily serving persons with disabilities.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
g. Armed forces recruitment offices.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
h. Other agencies designated by the State not mandated by NVRA.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
i. Registration drives from advocacy groups or political parties	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
j. Other → comments:	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>	
k. Other → comments:	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>	
l. Other → comments:	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>	
m. Other → comments:	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>	
n. Other → comments:	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>	
o. Other → comments:	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>	
TOTAL.....	A5a		A5b		A5d		A5e	

A6, A7, A8, and A9 Comments

A10. . Enter the total number of confirmation notices sent to voters in the period between the close of registration for the November 2012 general election and the close of registration for the November 2014 general election.

A10a. Total Data not available

Next, divide the total number of confirmation notices mailed (as entered in A10a) into the following categories.
The amounts should sum to the total provided in A10a.

Data not available
▼

A10b. Received back from voters confirming registration

A10c. Received back confirming registration should be invalidated.....

A10d. Returned back as undeliverable

A10e. Status unknown (neither received confirmation nor returned undeliverable)

A10f. Other → comments: _____

A10g. Other → comments: _____

A10h. Other → comments: _____

TOTAL

A10 Comments

A11. Enter the total number of voters removed from the voter registration rolls in your jurisdiction in the period between the close of registration for the November 2012 general election and the close of registration for the November 2014 general election. Note this question asks for those ineligible to vote, not merely those moved into an "inactive" status.

A11a. Total Data not available

Next, divide the total number of voters removed (as entered in A11a) into the following categories. The amounts should sum to the total provided in A11a.

	Data not available ▼
A11b. Moved outside jurisdiction	<input type="text"/> <input type="checkbox"/>
A11c. Death	<input type="text"/> <input type="checkbox"/>
A11d. Disqualifying felony conviction.....	<input type="text"/> <input type="checkbox"/>
A11e. Failure to respond to notice sent and failure to vote in the two most recent federal elections	<input type="text"/> <input type="checkbox"/>
A11f. Declared mentally incompetent	<input type="text"/> <input type="checkbox"/>
A11g. Voter requested to be removed for reasons other than felony conviction, mental status, or moved outside jurisdiction	<input type="text"/> <input type="checkbox"/>
A11h. Other → comments:	<input type="text"/>
A11i. Other → comments:	<input type="text"/>
A11j. Other → comments:	<input type="text"/>
A11k. Other → comments:	<input type="text"/>
TOTAL	<input type="text" value="A11a"/>

A11 Comments

SECTION B

UNIFORMED & OVERSEAS CITIZENS ABSENTEE VOTING ACT (UOCAVA)

Section B serves as the EAC’s standardized format for the state reporting of UOCAVA voting information as required by 42 U.S.C. §1973ff-1. States that complete and timely submit this section to the EAC will fulfill their UOCAVA reporting requirement under 42 U.S.C §1973ff-1(c).

Pursuant UOCAVA, this section collects various data elements needed to determine: (1) the combined number of absentee ballots transmitted to UOCAVA voters; (2) the combined number of ballots returned by UOCAVA voters; and (3) the combined number of returned ballots cast by UOCAVA voters (the number of cast ballots is practically determined by collecting data concerning the total votes counted and rejected).

Roadmap to Section B:

- **B1 and B2** ask for information about the number and type of UOCAVA absentee ballots transmitted.
- **B3** asks for the number and type of all UOCAVA ballots returned and submitted for counting.
- **B4, B5, B6, and B7** ask for information on the type of UOCAVA ballot returned by type of UOCAVA voter.
- **B8** asks for the number and type of all UOCAVA ballots counted.
- **B9, B10, B11, and B12** ask for information on the type of UOCAVA ballot counted by type of UOCAVA voter.
- **B13** asks for the number and type of all UOCAVA ballots rejected.
- **B14** asks for information on reasons why UOCAVA ballots were rejected.
- **B15, B16, B17, and B18** ask for information on the type of UOCAVA ballot rejected by type of UOCAVA voter.
- **B19** asks for information about the number and type of registered and eligible UOCAVA voters
- **B20, B21, and B22** ask for information concerning the of Federal Post Card Applications (FPCAs)
- **B23** asks about the date when transmission of absentee ballots to UOCAVA voters began for the November election cycle
- **B24** asks about UOCAVA ballots transmitted by mode of transmission
- **B25** asks about transmitted UOCAVA ballots that were returned as undeliverable by transmission mode
- **B26 and B27** ask about UOCAVA ballots returned by voters, excluding Federal Write-In Absentee Ballots (FWABs)
- **B28 and B29** ask about UOCAVA ballots returned by voters and rejected, excluding FWABS
- **B30** asks about UOCAVA ballots counted by mode of transmission, excluding FWABS
- **B31, B32, B33, B34, and B35** ask for information about FWABs

B1. Enter the total number of absentee ballots transmitted to UOCAVA voters for the November 2014 general election.

B1a. Total Data not available

Next, divide the total number of absentee ballots transmitted to UOCAVA voters (as entered in B1a) into the following categories. The amounts should sum to the total provided in B1a.

	Data not available ▼	
B1b. Uniformed services voters – domestic or foreign.....	<input type="text"/>	<input type="checkbox"/>
B1c. Non-military/civilian overseas voters.....	<input type="text"/>	<input type="checkbox"/>
B1d. Other → comments: _____	<input type="text"/>	
B1e. Other → comments: _____	<input type="text"/>	
TOTAL	B1a	

B1 Comments

B2. Of the UOCAVA absentee ballots transmitted (as entered in B1a) how many were:

Data not available
▼

B2a. Returned by voter and submitted for counting (include both those that were counted and those that were rejected)

B2b. Returned as undeliverable

B2c. Spoiled or replaced ballots.....

B2d. Status unknown (neither returned undeliverable nor returned from voter)....

B2e. Other → comments:

B2f. Other → comments:

B2g. Other → comments:

TOTAL **B1a**

B2 Comments

B3. Enter the total number of all UOCAVA ballots (including regular UOCAVA absentee ballots and Federal Write-in Absentee Ballots (FWABs)) returned by UOCAVA voters and submitted for counting for the November 2014 general election. Please include both those ballots that were later counted and those that were rejected. Do not include ballots that were returned undeliverable.

B3a. Total Data not available

B3 Comments

B4a through B4c. Divide the total number of UOCAVA ballots returned by UOCAVA voters and submitted for counting (as entered in B3) into each category of UOCAVA voter below.

Next, for each type of UOCAVA voter, enter the number of:

- B5a through B5c: Regular UOCAVA absentee ballots returned and submitted for counting.
- B6a through B6c: FWAB returned and submitted for counting.
- B7a through B7c: Other type of ballots returned and submitted for counting.

Of the total UOCAVA ballots returned (as entered in B3a), how many were ballots of each of the following ballot types:

	B4. All UOCAVA ballots		B5. Absentee ballots		B6. FWAB		B7. Other type of ballot →	
		Data not available ▼		Data not available ▼		Data not available ▼		Data not available ▼
Type of UOCAVA voter:								
a. Uniformed services voters – domestic or foreign	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
b. Non-military/civilian overseas voters	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
c. Other type of voter → comments:	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>	
TOTAL	B3a		<input type="text"/>		<input type="text"/>		<input type="text"/>	

B4, B5, B6, and B7 Comments

B8. Enter the total number of all UOCAVA ballots (including regular UOCAVA absentee ballots and FWAB) counted in the November 2014 general election.

B8a. Total Data not available

B8 Comments

B9a through B9c. Divide the total number of UOCAVA ballots counted (as entered in B8) into each category of UOCAVA voter below.

Next, for each type of UOCAVA voter, enter the number of:

- B10a through B10c: Regular UOCAVA absentee ballots counted.
- B11a through B11c: FWAB counted.
- B12a through B12c: Other type of ballots counted.

		<i>Of the total UOCAVA ballots counted (as entered in B8a), how many were ballots of each of the following ballot types:</i>							
		B9. All UOCAVA ballots		B10. Absentee ballots		B11. FWAB		B12. Other type of ballot →	
		Data not available	▼	Data not available	▼	Data not available	▼	Data not available	▼
<u>Type of UOCAVA voter:</u>									
a.	Uniformed services voters – domestic or foreign	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
b.	Non-military/civilian overseas voters	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
c.	Other type of voter →	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
	comments:								
	TOTAL	B8a							

B9, B10, B11 and B12 Comments

B13. Enter the total number of UOCAVA ballots (including regular UOCAVA absentee ballots and FWAB) rejected in the November 2014 general election.

B13a. Total Data not available

B13 Comments

B14. Please divide the total number of all UOCAVA ballots rejected (as entered in B13a) into the following categories indicating the reason the absentee ballots were rejected. The amounts should sum to the total provided in B13a.

Data not available
▼

B14a. Ballot not received on time/missed deadline.....

B14b. Problem with voter signature.....

B14c. Ballot lacked a postmark

B14d. Other → comments: _____

B14e. Other → comments: _____

B14f. Other → comments: _____

TOTAL

B14 Comments

B15a through B15c. Divide the total number of UOCAVA ballots rejected (as entered in B13a) into each category of UOCAVA voter below.

Next, for each type of UOCAVA voter, enter the number of:

- B16a through B16c: Regular UOCAVA absentee ballots rejected.
- B17a through B17c: FWAB rejected.
- B18a through B18c: Other type of ballots rejected.

		<i>Of the total UOCAVA ballots rejected (as entered in B13), how many were ballots of each of the following ballot types:</i>					
B15. All UOCAVA ballots		B16. Absentee ballots		B17. FWAB		B18. Other type of ballot →	
		Data not available ▼		Data not available ▼		Data not available ▼	
Type of UOCAVA voter:							
a. Uniformed services voters – domestic or foreign.....	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>
b. Non-military/civilian overseas voters.....	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>
c. Other type of voter → _____ comments _____	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL.....	B13a	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

B15, B16, B17, and B18 Comments

B19. Enter the total number of registered and eligible voters in your jurisdiction who were covered UOCAVA in the November 2014 General Election

B19a. Total Data not available

Next, divide the total number of registered and eligible UOCAVA voters (as entered in B19a) into the following categories. The amounts should sum to the total provided in B19a.

	Data not available ▼
B19b. Uniformed services voters – domestic or foreign.....	<input type="text"/> <input type="checkbox"/>
B19c. Non-military/civilian overseas voters.....	<input type="text"/> <input type="checkbox"/>
B19d. Other → comments:	<input type="text"/>
B19e. Other → comments:	<input type="text"/>
TOTAL	B19a

B19 Comments

B20. Enter the total number of Federal Post Card Applications (FPCAs) received from UOCAVA voters for the November 2014 General Election between January 1, 2014 and the absentee ballot request deadline.

B20a. Total Data not available

Next, divide the total number of FPCAs received from UOCAVA voters into the following categories. The amounts should sum to the total provided in B20a.

	Data not available ▼
B20b. Uniformed services voters – domestic or foreign.....	<input type="text"/> <input type="checkbox"/>
B20c. Non-military/civilian overseas voters.....	<input type="text"/> <input type="checkbox"/>
B20d. Other → comments:	<input type="text"/>
B20e. Other → comments:	<input type="text"/>
TOTAL	B20a

B21. Of the total number of Federal Post Card Applications (FPCAs) that your jurisdiction received as reported in B20a, how many were rejected for the following groups?

	Data not available ▼
B21a. Uniformed services voters – domestic or foreign.....	<input type="text"/> <input type="checkbox"/>
B21b. Non-military/civilian overseas voters	<input type="text"/> <input type="checkbox"/>
B21c. Other → comments:	<input type="text"/>
B21d. Other → comments:	<input type="text"/>
B21e.TOTAL	<input type="text"/>

B22. Of the total number of Federal Post Card Applications (FPCAs) that were rejected (as reported in B21e), how many were rejected because they were received after the absentee ballot request deadline?

B22a. Total Data not available

B20, B21, and B22 Comments

B23. Enter the date your jurisdiction first started transmitting absentee ballots to UOCAVA voters for the November 2014 election. Please provide the exact date your jurisdiction began mailing the ballots. If you do not know the exact date, please enter an approximate date, and select "Approximate" in the box below.

Month	Day	Approximate
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

B23 Comments

B24. How many UOCAVA absentee ballots did your jurisdiction transmit to UOCAVA voters using the following modes of transmission, before and after the 45-day deadline

	a. Postal mail	b. Email	c. Other
	Date not available ▼	Date not available ▼	Date not available ▼
a. Sent BEFORE the 45 day deadline.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Sent AFTER the 45 day deadline.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL (All UOCAVA voters)			

B24 Comments

B25. Of the total number of UOCAVA absentee ballots transmitted how many were returned as undeliverable by the following modes of transmission?:

	Data not available ▼
B25a. Postal mail	<input type="text"/> <input type="checkbox"/>
B25b. Email	<input type="text"/> <input type="checkbox"/>
B25c. Other.....	<input type="text"/> <input type="checkbox"/>
TOTAL	<input type="text"/>

B25 Comments

B26. How many UOCAVA absentee ballots were received for the November 2014 general election. Please EXCLUDE Federal Write-In Absentee Ballots (FWABs) from your totals.

B26a. Total absentee ballots excluding FWABS Data not available

Next, divide the total number of UOCAVA absentee ballots received (as entered in B26a) into the following categories. Please EXCLUDE Federal Write-In Absentee Ballots (FWABs) from your totals. The amounts should sum to the total provided in B26a.

	Data not available ▼	
B26b. Uniformed services voters – domestic or foreign.....	<input type="text"/>	<input type="checkbox"/>
B26c. Non-military/civilian overseas voters.....	<input type="text"/>	<input type="checkbox"/>
B26d. Other → comments: _____	<input type="text"/>	
B26e. Other → comments: _____	<input type="text"/>	
TOTAL	B26a	

B26 Comments

B27. How many UOCAVA absentee ballots were received using the following modes of transmission, before and after the 45-day deadline? Please EXCLUDE Federal Write-In Absentee Ballots (FWABs) from your totals.

	a. Postal mail		b. Email		c. Other	
		Date not available ▼		Date not available ▼		Date not available ▼
a. Sent BEFORE the 45 day deadline.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
b. Sent AFTER the 45 day deadline.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
TOTAL	<input type="text"/>		<input type="text"/>		<input type="text"/>	

B27 Comments

B28. Of the total number of UOCAVA absentee ballots received (as reported in B26a), how many were rejected for the following groups ? Please EXCLUDE Federal Write-In Absentee Ballots (FWABs) from your totals

Data not available
▼

B28a. Uniformed services voters – domestic or foreign.....

B28b. Non-military/civilian overseas voters

B28c. Other → comments:

B28d. Other → comments:

B28e. TOTAL

B28 Comments

B29. Of the total number of UOCAVA absentee ballots that were rejected (as reported in B28e), how many were rejected because they were received after the statutory deadline by the following modes of transmission, before and after the 45-day deadline? Please EXCLUDE Federal Write-In Absentee Ballots (FWABs) from your totals.

	a. Postal mail		b. Email		c. Other	
	<input type="text"/>	Date not available ▼ <input type="checkbox"/>	<input type="text"/>	Date not available ▼ <input type="checkbox"/>	<input type="text"/>	Date not available ▼ <input type="checkbox"/>
a. Sent BEFORE the 45 day deadline.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
b. Sent AFTER the 45 day deadline.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
TOTAL	<input type="text"/>		<input type="text"/>		<input type="text"/>	

B29 Comments

B30. Enter the total number of UOCAVA ballots counted in your jurisdiction by the following modes of transmission, before and after the 45-day deadline? Please EXCLUDE Federal Write-In Absentee Ballots (FWABs) from your totals.

	a. Postal mail		b. Email		c. Other	
	<input type="text"/>	Date not available ▼ <input type="checkbox"/>	<input type="text"/>	Date not available ▼ <input type="checkbox"/>	<input type="text"/>	Date not available ▼ <input type="checkbox"/>
a. Sent BEFORE the 45 day deadline.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
b. Sent AFTER the 45 day deadline.....	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
TOTAL	<input type="text"/>		<input type="text"/>		<input type="text"/>	

B31. Enter the total number of Federal Write-In Absentee Ballots (FWABs) received from UOCAVA voters for the following groups.?

Data not available
▼

- B31a. Uniformed services voters – domestic or foreign
- B31b. Non-military/civilian overseas voters
- B31c. Other → comments:
- B31d. Other → comments:
- B31e. TOTAL

B32. Of the total number of Federal Write-In Absentee Ballots (FWABs) received from UOCAVA voters (as reported in B31e), how many were rejected for the following groups?

Data not available
▼

- B32a. Uniformed services voters – domestic or foreign
- B32b. Non-military/civilian overseas voters
- B32c. Other → comments:
- B32d. Other → comments:
- B32e. TOTAL

B33. Of the total number of Federal Write-In Absentee Ballots (FWABs) received from UOCAVA voters that were rejected (as reported in B32e), how many were rejected because they were received after the ballot receipt deadline?

B33a. Total FAWB rejected because received after ballot receipt deadline Data not available

B34. Of the total number of Federal Write-In Absentee Ballots (FWABs) received from UOCAVA voters that were rejected (as reported in B32e), how many were rejected because the voter's regular absentee ballot was received and counted.

B34a. Total FWABs rejected because voter's regular absentee ballot received and counted Data not available

B35. Enter the total number of Federal Write-In Absentee Ballots (FWABs) received from UOCAVA voters that were counted for the following groups.

Data not available
▼

- B35a. Uniformed services voters – domestic or foreign
- B35b. Non-military/civilian overseas voters
- B35c. Other → comments:
- B35d. Other → comments:
- B35e. TOTAL

SECTION C

Domestic Civilian Absentee Ballots

Roadmap to Section C.

- **C1** asks for information about absentee ballots transmitted and the status of the transmitted ballots.
- **C2** and **C3** ask for information on any voters who may be registered as permanent absentee voters.
- **C4** asks for information on the status of absentee ballots returned and submitted for counting.
- **C5** asks for information on the reasons absentee ballots were rejected.

C1. Enter the total number of domestic civilian absentee ballots transmitted to voters for the November 2014 general election. Do not include absentee ballots transmitted to UOCAVA voters

C1a. Total Data not available

Next, divide the total number of absentee ballots transmitted to voters (as entered in C1a) into the following categories. The amounts should sum to the total provided in C1a.

Data not available



C1b. Returned by voters and submitted for counting (include both those that were later counted and those that were rejected)

C1c. Returned as undeliverable

C1d. Spoiled or replaced ballots

C1e. Status unknown (neither returned undeliverable nor returned from voter)....

C1f. Other → comments:

C1g. Other → comments:

C1h. Other → comments:

TOTAL **C1a**

C1 Comments

C2. Does your jurisdiction have a permanent absentee voter registration list in which voters may apply to receive an absentee (or mail) ballot for subsequent elections without further application? Do not include UOCAVA voters.

..... Yes → Continue to question C3.

..... No → Skip to question C4.

C2 Comments

C3. Of the total number of domestic civilian absentee ballots transmitted (as entered in C1a) how many ballots were sent to voters in your jurisdiction because they appear on a permanent absentee (or mail) ballot voter registration list?

Total Data not available

C3 Comments

C4. Of the total number of absentee ballots returned by voters and submitted for counting (as entered in C1b) how many ballots were:

Data not available
▼

C4a. Counted in the November 2014 general election.....

C4b. Rejected in the November 2014 general election.....

C4c. Other → comments: _____

C4d. Other → comments: _____

TOTAL

C4 Comments

C5. Please divide the total number of domestic civilian absentee ballots rejected (as entered in C4b) into the following categories indicating the reason why the absentee ballots were rejected. The amounts should sum to the total provided in C4b.

Data not available
▼

C5a. Ballot not received on time/missed deadline.....		<input type="checkbox"/>
C5b. No voter signature.....		<input type="checkbox"/>
C5c. No witness signature.....		<input type="checkbox"/>
C5d. Non-matching signature.....		<input type="checkbox"/>
C5e. No election official's signature on ballot.....		<input type="checkbox"/>
C5f. Ballot returned in an unofficial envelope.....		<input type="checkbox"/>
C5g. Ballot missing from envelope.....		<input type="checkbox"/>
C5h. Envelope not sealed.....		<input type="checkbox"/>
C5i. No resident address on envelope.....		<input type="checkbox"/>
C5j. Multiple ballots returned in one envelope.....		<input type="checkbox"/>
C5k. Voter deceased.....		<input type="checkbox"/>
C5l. Voter already voted in person.....		<input type="checkbox"/>
C5m. First-time voter without proper identification.....		<input type="checkbox"/>
C5n. No ballot application on record.....		<input type="checkbox"/>
C5o. Other → comments: _____.....		
C5p. Other → comments: _____.....		
C5q. Other → comments: _____.....		
C5r. Other → comments: _____.....		
C5s. Other → comments: _____.....		
C5t. Other → comments: _____.....		
C5u. Other → comments: _____.....		
C5v. Other → comments: _____.....		
TOTAL	C4b		

C5 Comments

SECTION D

Election Administration

- **D1** asks for information on the number of precincts in your jurisdiction
- **D2** asks for information on the number and type of polling places in your jurisdiction
- **D3, D4, and D5** ask for information on poll workers utilized in the November 2014 general election.

D1. Enter the total number of precincts in your jurisdictions for the November 2014 general election.

D1a. Total Data not available

D1 Comments

D2. Enter the total number of physical polling places in your jurisdiction for the November 2014 general election.

Please include physical polling places in operation on Election Day and physical polling places in operation before Election Day (such as early vote centers).

D2a. Total Data not available

Next, divide the total physical polling places in your jurisdiction (as entered in D2a) into the following categories. The amounts should sum to the total provided in D2a. If you do not include election offices in your count of polling places, enter 0.

Data not available
▼

Election Day voting

D2b. Physical polling places other than election offices

D2c. Election offices

D2d. Other → comments: _____

Early voting

D2e. Physical polling places other than election offices

D2f. Election offices

D2g. Other → comments: _____

TOTAL.....

D2 Comments

D3. Enter the total number of poll workers used in your jurisdiction for the November 2014 general election.

- Poll workers may include election judges, booth workers, wardens, commissioners, or other similar terms that refer to persons who verify the identity of a voter; assist the voter with signing the register, affidavits or other documents required to cast a ballot; assist the voter by providing the voter with a ballot or setting up the voting machine for the voter; and serving other functions as dictated by State law.
- Include all people recruited specifically for the purposes of working at physical polling places in operation on and/or before Election Day, but, do not include observers stationed at the polling places or regular office staff.

D3a. Total Data not available

D3 Comments

D4. If your jurisdiction has data on the ages of its poll workers (for example, from voter registration records, payroll records or from poll worker applications), enter the total number of poll workers in each age category.

D4a. Under 18 years old

D4b. 18 to 25

D4c. 26 to 40

D4d. 41 to 60

D4e. 61 to 70

D4f. 71 years old and over

Data not available

D4 Comments

D5. How difficult or easy was it for your jurisdiction to obtain a sufficient number of poll workers for the November 2014 general election?

- Very difficult
- Somewhat difficult
- Neither difficult nor easy
- Somewhat easy
- Very easy
- Not enough information to answer

D5 Comments

SECTION E

Provisional Ballots

- **E1** asks for the information on the number and status of provisional ballots submitted.
- **E2** asks for the information on reasons why provisional ballots were rejected.

E1. Enter the total number of voters who submitted provisional ballots in the November 2014 general election.

E1a.Total Data not available

Next, divide the total number of voters who submitted provisional ballots in the November 2014 general election (as entered in E1a) into the following categories.

Data not available
▼

E1b. Counted the full ballot.....

E1c. Counted part of the ballot.....

E1d. Rejected ballot.....

E1e. Other → comments: _____

E1f. Other → comments: _____

TOTAL..... **E1a**

E1 Comments

E2. Please divide the total number of provisional ballots rejected (as entered in E1d) into the following categories indicating the reason the provisional ballots were rejected. The amounts should sum to the total provided in E1d.

Data not available
▼

- E2a. Voter not registered in the state
- E2b. Voter registered in state but attempted to vote in the wrong jurisdiction
- E2c. Voter registered in state but attempted to vote in the wrong precinct.....
- E2d. Failure to provide sufficient identification
- E2e. Envelop and/or ballot was incomplete and/or illegible
- E2f. Ballot missing from envelope
- E2g. No signature.....
- E2h. Non-matching signature
- E2i. Voter already voted
- E2j. Other → comments:
- E2k. Other → comments:
- E2l. Other → comments:
- E2m. Other → comments:
- E2n. Other → comments:
- E2o. Other → comments:
- E2p. Other → comments:

TOTAL E1d

E2 Comments

SECTION F

Election Day Activities

- **F1 and F2** ask for turnout figures for the November 2014 general election and the source used to arrive at this number.
- **F3** asks for the number of first time voters who registered to vote by mail and, under HAVA 303(b), were required to provide identification in order to vote.
- **F4** asks for information on electronic poll books or electronic lists of voters that may have been used.
- **F5 and F6** ask for information on printed poll books or printed lists of voters that may have been used.
- **F7** asks for the type of primary voting equipment used.
- **F8** solicits any additional comments jurisdictions may wish to share regarding their Election Day experiences.

F1. Enter the total number of people in your jurisdiction who participated in the November 2014 general election. Include all type of voters (civilian and military) by all types of ballots. Include rejected provisional ballots only if your jurisdiction credits the person's vote history even though the provisional ballot was rejected.

F1a. Total Data not available

Next, divide the total number people who participated in the November 2014 general election (as entered in F1a) into the following categories. The amounts should sum to the total provided in F1a.

Data not available
▼

F1b. Voted at a physical polling place on Election Day (not including provisional ballots or absentee ballots dropped off at the polls).....

F1c. UOCAVA voters who voted via absentee or FWAB (as in B3a)

F1d. Voted using a domestic civilian absentee ballot (as in C1b).....

F1e. Voted using a provisional ballot.....

F1f. Voted at an early vote center (as in D2e,f,g).....

F1g. Voted by mail in a vote by mail jurisdiction.....

F1h. Other → comments:

F1i. Other → comments:

F1j. Other → comments:

TOTAL

F1 Comments

F2. Indicate the source used to arrive at the total number of voters entered in F1a. (Select only one source.)

- Number of voters checked off by poll workers or who signed poll books at physical polling places plus the number of UOCAVA and other absentee or early voters.
- Number of ballots counted at precincts and/or at a central location (including UOCAVA and other absentee or early vote ballots)
- Number of voters generated after "vote history" has been added.
- Number of votes cast for the highest office on the ballot.
- Other:→ comments: _____

F2 Comments

F3. HAVA 303(b) states that all first-time voters in a State who registered to vote by mail are required to provide identification in order to vote and have their ballot counted. Enter the number of first-time voters who provided identification and were able to vote in the November 2014 general election in your jurisdiction.

Total Data not available Not applicable

F3 Comments

F4. Were electronic poll books or electronic lists of voters used at the polling place for the November 2014 general election in your jurisdiction to (select either Yes or No for each item):

	Yes	No
a. Sign voters in	<input type="checkbox"/>	<input type="checkbox"/>
b. Update voter history	<input type="checkbox"/>	<input type="checkbox"/>
c. Look up polling places.....	<input type="checkbox"/>	<input type="checkbox"/>
d. Other → comments: _____	<input type="checkbox"/>	<input type="checkbox"/>
e. Information unavailable	<input type="checkbox"/>	<input type="checkbox"/>

F4 Comments

F5. Did your jurisdiction use printed lists of registered voters at the polls in the November 2014 Federal general election?

Yes → Continue to F6

No..... → Skip to F7

Information unavailable → Skip to F7

F5 Comments

F6. Did your state print and ship the printed poll books to your local jurisdiction or did your jurisdiction arrange for the printing of the poll books? (Select only one.)

State printed poll books and shipped to jurisdiction.....

Jurisdiction arranged for printing of poll books

Combination of printing by the state and local jurisdiction

Information unavailable

F6 Comments

F7. Enter information on the number and type of voting equipment used for the 2014 November general election. Then, for each type of voting equipment, please identify how the machines were used in the voting process and where the ballots from that machine type were tallied. Do not include backup systems that were not actually used.

Type of Equipment	Number used	Make	Model	Version	Vendor	Machine use (select all that apply)	Location of Vote Tally (select all that apply)
F7a. Direct Recording Electronic (DRE) (Not Equipped with Voter Verified Paper Audit Trail (VVPAT))	<input type="checkbox"/> Not Available	<input type="checkbox"/> In-Precinct regular ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available				
						<input type="checkbox"/> Special Device accessible to disabled voters	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Provisional Ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Early Vote Site voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Not Available	

F7a Comments

Type of Equipment	Number used	Make	Model	Version	Vendor	Machine use (select all that apply)	Location of Vote Tally (select all that apply)
F7b. Direct Recording Electronic (DRE) (Equipped with VVPAT)	<input type="checkbox"/> Not Available	<input type="checkbox"/> In-Precinct regular ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available				
						<input type="checkbox"/> Special Device accessible to disabled voters	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Provisional Ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Early Vote Site voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Not Available	

F7b Comments

Type of Equipment	Number used	Make	Model	Version	Vendor	Machine use (select all that apply)	Location of Vote Tally (select all that apply)
F7c. Electronic system that prints voter choices on an optical scan ballot (hybrid of a DRE and an optical scan system)	<input type="checkbox"/> Not Available	<input type="checkbox"/> In-Precinct regular ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available				
						<input type="checkbox"/> Special Device accessible to disabled voters	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Provisional Ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Early Vote Site voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Not Available	

F7c Comments

Type of Equipment	Number used	Make	Model	Version	Vendor	Machine use (select all that apply)	Location of Vote Tally (select all that apply)
F7d. Optical/Digital Scan	Number of counters: _____					<input type="checkbox"/> In-Precinct regular ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Special Device accessible to disabled voters	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
	Number of booths: _____					<input type="checkbox"/> Provisional Ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Early Vote Site voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
	<input type="checkbox"/> Not Available	<input type="checkbox"/> Absentee	<input type="checkbox"/> A Central Location <input type="checkbox"/> Not Available				
						<input type="checkbox"/> Not Available	

F7d Comments

Type of Equipment	Number used	Make	Model	Version	Vendor	Machine use (select all that apply)	Location of Vote Tally (select all that apply)
F7e. Punch Card	Number of counters: _____	<input type="checkbox"/> Not Available	<input type="checkbox"/> In-Precinct regular ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available			
						<input type="checkbox"/> Special Device accessible to disabled voters	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
	<input type="checkbox"/> Provisional Ballot voting					<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available	
	<input type="checkbox"/> Early Vote Site voting					<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available Place	
	<input type="checkbox"/> Absentee					<input type="checkbox"/> A Central Location <input type="checkbox"/> Not Available	
	<input type="checkbox"/> Not Available						

F7e Comments

Type of Equipment	Number used	Make	Model	Version	Vendor	Machine use (select all that apply)	Location of Vote Tally (select all that apply)
F7f. Lever	<input type="checkbox"/> Not Available	<input type="checkbox"/> In-Precinct regular ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available				
						<input type="checkbox"/> Special Device accessible to disabled voters	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Early Vote Site voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Not Available	

F7f Comments

Type of Equipment	Number used	Make	Model	Version	Vendor	Machine use (select all that apply)	Location of Vote Tally (select all that apply)
F7g. Hand-counted paper ballots (not optical scan system)	Number of booths: _____ <input type="checkbox"/> Not Available					<input type="checkbox"/> In-Precinct regular ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available Place
						<input type="checkbox"/> Special Device accessible to disabled voters	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available Place
						<input type="checkbox"/> Provisional Ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available Place
						<input type="checkbox"/> Early Vote Site voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Absentee	<input type="checkbox"/> A Central Location <input type="checkbox"/> Not Available
						<input type="checkbox"/> Not Available	

F7g Comments

Type of Equipment	Number used	Make	Model	Version	Vendor	Machine use (select all that apply)	Location of Vote Tally (select all that apply)
F7h. Other	<input type="checkbox"/> Not Available	<input type="checkbox"/> In-Precinct regular ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available				
						<input type="checkbox"/> Special Device accessible to disabled voters	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Provisional Ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Early Vote Site voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available Place
						<input type="checkbox"/> Absentee	<input type="checkbox"/> A Central Location <input type="checkbox"/> Not Available
						<input type="checkbox"/> Not Available	

F7h Comments

Type of Equipment	Number used	Make	Model	Version	Vendor	Machine use (select all that apply)	Location of Vote Tally (select all that apply)
F7i. Other	<input type="checkbox"/> Not Available	<input type="checkbox"/> In-Precinct regular ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available				
						<input type="checkbox"/> Special Device accessible to disabled voters	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Provisional Ballot voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available
						<input type="checkbox"/> Early Vote Site voting	<input type="checkbox"/> A Central Location <input type="checkbox"/> Precinct/Polling Place <input type="checkbox"/> Not Available Place
						<input type="checkbox"/> Absentee	<input type="checkbox"/> A Central Location <input type="checkbox"/> Not Available
						<input type="checkbox"/> Not Available	

F7i Comments

F8. The U.S. Election Assistance Commission welcomes any general comments the jurisdiction may wish to share regarding its Election Day experiences (e.g., problems with voting system anomalies*, recounts, staffing, challenges to eligibility, long lines, etc.), or note worthy success in administering the November 2014 general election. Please feel free to attach additional pages as necessary.

* An anomaly is defined as an irregular or inconsistent action or response from the voting system or system component resulting in some disruption to the election process. Incidents resulting from administrator error or procedural deficiencies are not considered anomalies for purposes of this survey question (*EAC Voting Systems Testing and Certification Program Manual*).

END OF SURVEY

THANK YOU FOR RESPONDING TO THIS SURVEY

* This information collection is required for the U.S. Election Assistance Commission (EAC) to meet its statutory requirements under the Help America Vote Act (HAVA) of 2002 (42 U.S.C. 15301), the National Voter Registration Act (NVRA) (42 U.S.C. 1973gg-1 et seq.), and the Uniformed and Overseas Citizens Absentee Voters Act (UOCAVA) (42 U.S.C. 1973ff-1). Respondent's obligation to reply to this information collection is mandatory as required under NVRA (42 U.S.C. 1973gg-1 et seq.) and UOCAVA (42 U.S.C. 1973ff-1); respondents include the 50 States, the District of Columbia, and the U.S. Territories. This information will be made publicly available on the EAC Web site (<http://www.eac.gov>). According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid Office of Management and Budget (OMB) control number. The valid OMB control number for this information collection is OMB Control No. 3265-0006 (expires 5/31/2013). The time required to complete this information collection is estimated to average 88 hours per State response. This estimate includes the time for reviewing the instructions, gathering information, and completing the form. Comments regarding this burden estimate should be sent the U.S. Election Assistance Commission – 2014 Election Administration and Voting Survey, 1201 New York Avenue, Suite 300, Washington, DC 20005.

QUESTIONS?





ELECTION ADMINISTRATOR'S HANDBOOK

ELECTION ADMINISTRATOR'S HANDBOOK

- Chapter 1: Voter Registration
- Chapter 2: Pre-Election Day
- Chapter 3: Absentee Voting
- Chapter 4: Election Day
- Chapter 5: Post-Election Day
- Chapter 6: Recounts
- Chapter 7: Contests
- Chapter 8: Primary Election
- Chapter 9: General Election



ELECTION ADMINISTRATOR'S HANDBOOK

- Chapter 10: School Election
- Chapter 11: Municipal Elections
- Chapter 12: Special Elections
- Chapter 13: Vacancies

- Appendices
- Election Administrator's Dictionary
- Filing Officer's Guide
- Poll Watcher's Guide



QUESTIONS?





POLL WATCHER AND OBSERVER GUIDELINES

POLL WATCHERS

- Election board workers may not be poll watchers.
- Poll watchers must be allowed to be positioned close enough to the election worker's table so that they can see and hear what is going on but not so that they interfere in any way.
- Poll watchers may converse with the election board and look at the pollbook if it does not interfere with the voting process.
- Poll watchers may not campaign in any way, touch any election supplies.
- Provide each poll watcher with a copy of the *South Dakota Poll Watcher and Observer Guidelines*.





Secretary of State

Jason M. Gant

State Capitol | 500 East Capitol Avenue | Pierre, South Dakota 57501 | sdsos@state.sd.us | sdsos.gov

South Dakota Poll Watcher and Observer Guidelines

South Dakota law allows poll watchers and observers to be present to observe the voting and counting activity at polling places and provides guidelines for poll watchers and observers. ([SDCL 12-18-8.1](#), [12-18-9](#), [12-18-9.1](#))

Any person present at a polling place to observe who does not declare themselves to represent one of the categories to the right is not a poll watcher but is an observer.

Election board workers may not be poll watchers. Candidates on the ballot may not be poll watchers or observers.

Poll watchers must be positioned in a location where they can plainly see and hear what is done within the polling place but may not interfere in any way.

Poll watchers and observers may converse with the election board and look at the pollbook only if it doesn't interfere with the voting process.

Administrative rule 5:02:12 establishes the number of poll watchers allowed at each polling place:

- **Primary** – 1 for each candidate, 1 for each slate of national convention delegates, 1 for each side of any ballot issue
- **General** – 1 for each party, 1 for each independent candidate, 1 for each slate of presidential electors, 1 for each side of any ballot issue
- **Additional poll watchers** are allowed if "adequate space" permits.

In the polling place or within 100 feet of the entry, poll watchers and observers **MAY NOT**:

- ❌ Campaign or wear buttons or clothing containing campaign information ([SDCL 12-18-3](#))
- ❌ Solicit votes for or against any person, political party or ballot question position ([SDCL 12-18-3](#))
- ❌ Maintain an "office or public address system" ([SDCL 12-18-3](#))
- ❌ Interfere with a voter's free access to the polling place ([SDCL 12-18-3](#))
- ❌ Interfere with the official actions of the election board ([SDCL 12-18-9.1](#) and [12-26-22](#))
- ❌ Disrupt the administration of the polling place ([SDCL 12-18-3](#))
- ❌ Use any communication or photographic device in any manner which repeatedly distracts, interrupts, or intimidates any voter or election worker ([SDCL 12-18-3](#))
- ❌ See into voting booths, read identifying numbers on photo identification cards, or interfere with voters in the act of voting or with the official actions of the election board ([SDCL 12-18-9.1](#))
- ❌ Disobey a lawful command of an election worker ([SDCL 12-26-21](#))
- ❌ Cause a disturbance or breach of peace ([SDCL 12-28-22](#))
- ❌ Engage in disorderly conduct such as threatening behavior or making unreasonable noise ([SDCL 12-26-22](#))
- ❌ Gather petition signatures ([SDCL 12-18-3](#))
- ❌ Use the polling place telephone designated for the election board
- ❌ Take any unilateral steps to change any action, inaction or activity occurring at the polling place

If a poll watcher or observer has a concern or question about any action occurring in the polling place, that person should bring this concern to the attention of the precinct superintendent. It is then the superintendent's responsibility to respond to that

question or concern. If the precinct superintendent fails to correct the questioned activity, the poll watcher or observer should **contact the Secretary of State at 888-703-5328** or the county auditor.



April 4, 2012



Secretary of State

Jason M. Gant

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QUESTIONS?





POLLING PLACE SET-UP

POLLING PLACE SET-UP

- Keep the flow going
- Have a sample ballot table
- If possible, have a greeting that keep people moving



Start
End

Sample
Ballots

Voter
Check-In

Ballot
Box

Sitting
Voting
Booths

Ballot
Clerk

Voter
Check-In

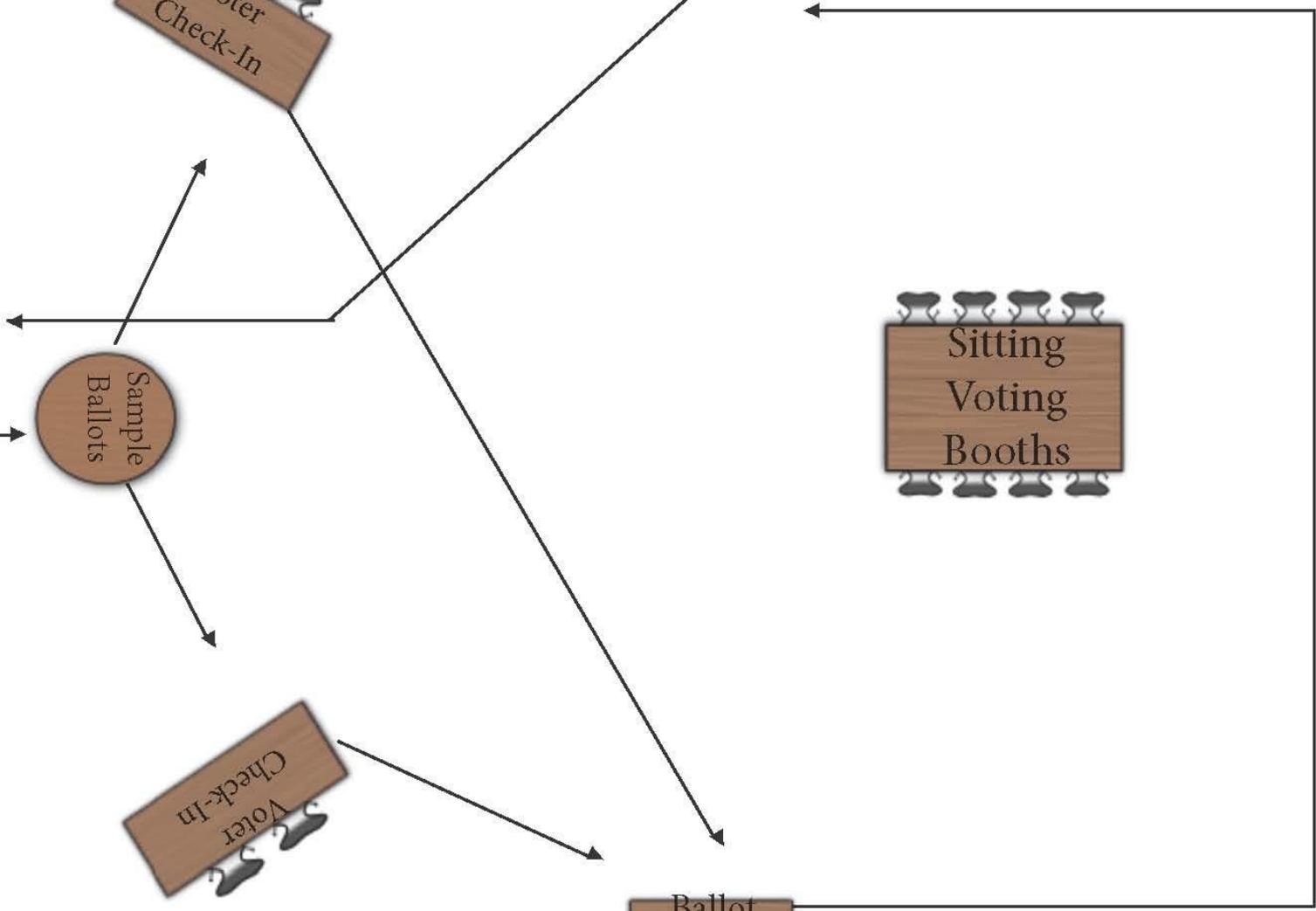
Auto
MARK

Standing
Voting Booths

Auto
MARK

Standing
Voting Booths

Standing Voting Booths



QUESTIONS?





TABULATING SYSTEMS

AUTOMATED TABULATING

- Have a backup plan!!
- ARSD 5:02:09:01.02
 - Requires testing of the system twice
 - Notice before first test
 - Create your own test deck or order one from Synergy
- Number of voting booths
 - County auditor shall provide at least one voting booth for each 100 votes cast at the last comparable election.
 - ARSD 5:02:09:03
 - SDCL 12-17B-2



TABULATION CENTER PROCEDURES

- SDCL 12-17B-10 through 12-17B-13
- ARSD 5:02:09:04.04
- Open to the public
- Tabulation center employees take an oath
 - ARSD 5:02:09:14
- Counter set to SORT OUT blank ballots
- Counter set to NOT SORT overvoted or undervoted ballots
- Ballot Count
 - Compare number of ballots from machine count with number of ballots on recap sheet
 - If discrepancy, note on recap sheet, signed by tabulation technician and notify resolution board



TABULATION CENTER PROCEDURES

- If there are five or more ballots than names in the pollbook, the resolution board shall examine each ballot for the official ballot stamp.
- Unstamped ballots are removed and marked “unstamped – not counted”.
- If the total number of ballots still exceeds the number of names in the pollbook, ballots equal to the excess number shall be randomly pulled and not counted (place in special envelope).
- Retabulate the ballots.



TABULATION CENTER PROCEDURES

- Run your test deck again before you begin tabulating ballots on election night.
- Zero the scanner again before counting the real ballots!



UNITY 3.4.0.0 RELEASE SUMMARY AND KEY BENEFITS

1 OVERVIEW

This system overview compares the features and products included with the Unity 3.4.0.0 voting system to those provided with Unity 3.0.1.1. Noteworthy system upgrades include the addition of the DS200 precinct tabulator, the DS850 central count tabulator, expansion of Early Voting and Election Day precincts, and enhanced skewed ballot handling. The table below compares your current system (Unity 3.0.1.1) with the upgraded Unity 3.4.0.0.

Unity Comparison		UNITY 3.0.1.1	Unity 3.4.0.0
Unity Software Ballot Definition Ballot Layout Burning Election Media Election Reports	Election Data Manager (EDM)	7.4.4.0	7.8.1.0
	ESS Image Manager (ESSIM)	7.4.2.0	7.7.1.0
	AutoMARK Information Management System (AIMS)	1.2.18	1.3.257
	Hardware Programming Manager (HPM)	5.2.4.0	5.8.0.0
	Data Acquisition Manager (DAM)	6.0.0.0	NA
	Election Reporting Manager (ERM)	7.1.2.1	7.8.0.0
	Audit Manager	7.3.0.0	7.5.2.0
	LogMonitor Service	NA	1.0.0.0
	VAT Previewer	1.1.2258	1.3.2907
Voter Assist Terminal	AutoMARK	1.1.2258	1.3.2907
Precinct and Central Tabulators	Model 650	2.1.0.0	2.2.0.0
	Model 100	5.2.1.0	5.4.4.5
	iVotronic	9.1.6.2	NA
	DS200	NA	1.6.1.0
	DS850	NA	2.2.0.0

1.1 NEW PRODUCTS

DS850

The DS850 is a high-speed, digital scan central ballot counter that uses advanced cameras and imaging algorithms to capture voter selections on the front and back of a ballot, evaluate results and then sort ballots into discrete bins without interrupting scanning. A dedicated audit printer generates a continuous event log. Machine level reports are produced from a second, laser printer.



The scanner saves voter selections and ballot images to an internal hard disk and exports results to a USB Memory stick for processing with Election Reporting Manager.

- Optimal throughput rate of 350-400 ballots per minute
- Uninterrupted scanning process
- Touch screen graphical interface
- Security locks and windows over the USB ports and electrical supply
- Dedicated Audit Log Printer
- Dedicated Report Printer
- Uninterruptable Power Supply
- Utilizes USB Memory devices (2GB, 4GB, 8GB) for easy transport of election definition and results
- Uses Intelligent Mark Recognition tables to identify voter intended marks from stray marks
- Can read ballot in all four orientations
- Includes cart with built-in expandable ends and bottom drawers



DS200

Originally introduced in the State of Florida and Unity 3.2.0.0, the DS200 primarily functions as a paper-based precinct tabulator but can double as a central ballot counter for smaller jurisdictions. The DS200 accurately records voter selections and stores voted ballot images to a 2GB, 4GB, or 8GB USB memory device. The DS200 recognizes selected write-in ovals and tags those ballots for manual recording of the write-in selection. The USB memory device is easily removed from the system for transport to a central count location where vote totals are consolidated for reporting in ERM.

- Estimated maximum throughput between 2-3 voters per minute
- 12-inch touch screen provides voters and poll worker feedback
- Internal thermal printer for generating machine totals and log reports
- USB thumb drive for loading the election definition and storing results
- Insert ballot in all four orientations
- 18 Election Day Precincts
- 1900 Early Voting Precincts
- Ballot Stamper to optionally mark ballots with write-ins



DS200 Ballot Bin

The DS200 offers two diverse ballot bin combinations. The DS200 plastic ballot bin is a uniquely configured two-piece unit where a poll worker simply places the DS200's sturdy carrying case directly on top of a secure ballot bin to configure the system for voting. The DS200 metal ballot bin contains two independent ballot compartments for separating counted ballots and ballots including write-in votes. Both, the plastic and metal ballot bin offer a lockable, emergency ballot compartment that is used for ballots cast during a power failure. In the event of a power failure, a backup battery provides seamless backup power for at least 2 hours. As the battery depletes, the system gracefully shuts down, ensuring no votes are lost. Paper voting may continue using the emergency ballot bin until power is restored. Both combinations include a protective lid to shield the DS200 from malicious tampering, lockable ballot compartments, locking wheels, and security anchors.

LogMonitor Service

LogMonitor Service version 1.0.0.0 includes the following key features:

- New application that tracks what the Windows Event service is running
- Detects whether the Event Log Service is running and will shut down running Unity applications if Windows is not active.
- Does not require user interaction
- Required by the EAC for certification

1.2 UPGRADES TO EXISTING PRODUCTS

Unity 3.4.0.0 provides several enhancements to improve the overall security and efficiency of the Unity system. Enhanced security features require the PC running the Election Management System to be hardened and transfer election data using encrypted removable media. Various locks and seals are to be used with the array of tabulators.

Below are summaries of the Unity 3.4.0.0 upgrades for the Model 100, Model 650, AutoMARK, AIMS, Election Data Manager, Election Reporting Manager, ESS Image Manager, Hardware Programming Manager and Audit Manager are listed below. You may refer to each product's Release Notes and product *System Operations Procedures* for additional upgrades and product functionality.

Model 100

The list below summarizes key enhancements and fixes added to the Model 100 version 5.4.4.5 as compared to previous released version 5.2.1.0:

- Expanded precincts from 10 to a maximum of 18 Election Day precincts
- Expanded precincts from 10 to a maximum of 450 Early Voting precincts
- Designed security stops prevent non-privileged users from entering privileged menus

Model 650

The list below summarizes key enhancements and fixes added to the Model 650 version 2.2.2.0 as compared to previous released version 2.1.0.0:

- Improved user messages when loading by style election
- Enhanced ballot count to reflect only ballots tabulated excluding sorted ballots

AutoMARK

The list below summarizes key enhancements and fixes added to AutoMARK version 1.3.2907 as compared to previous released version 1.1.2258:

- Improved method for detecting horizontal timing marks to avoid unnecessary print validation occurrences
- Improved print realignment algorithms for all ballots for improved print accuracy and print validation
- Improved accuracy, ballot recognition, and printer validation of all ballot types
- Added initial audio sound level (40-50 dBA)
- Improved marked ballot detection when printed marks are close to the timing track of the ballot
- Enhanced the audio on summary screen to read the entire race label instead of the shortened version
- Added functionality to allow phonetic changes to the ballot name
- Improved scanning speed on all ballot types

AutoMARK Information Management System (AIMS)

The list below summarizes key enhancements and fixes added to AIMS version 1.3.257 as compared to previous released version 1.2.18:

- Enhanced hardening procedures allows only the 'sysadmin' to import files
- Added a ballot copy feature (useful for code from scratch or adding ballots after import)
- Altered IFC import functionality (from HPM) to import candidate party
- Added feature for centering of labels and handling of race header/footer
- Enhanced handling of split ballot names for by style and by precinct elections
- Altered the system to provide auto-population of known translations during import
- Added support for handling write-ins in team races (e.g. pres/vice-pres)

Election Data Manager (EDM)

The list below summarizes key enhancements and fixes added to EDM version 7.8.1.0 as compared to previous released version 7.4.4.0:

- Altered setting for Wyoming rotation – changed from 1,2,3,3,2,1 to 1,2,3,1,2,3
- Improved English language selection in the ESSIM question style sheet
- Added **Select All** and **Clear All** buttons on Office Exclude dialog
- Added functionality to always create the LDF file, even when English is the only language
- Enhanced Poll Place Mode to automatically create extra ballot styles when 2 precincts of the same style are assigned to the same poll

Election Reporting Manager (ERM)

The list below summarizes key enhancements and fixes added to ERM version 7.8.0.0 as compared to previous released version 7.1.2.1:

- Altered default settings to set ERM Groups to **All** in the Reports Option tab
- Added functionality to allow multiple update sessions to run concurrently
- Developed a new DS200/DS850 Precincts Processed Listing to audit the DS200 serial numbers added to each ERM group / precinct
- Added **Apply** button to allow each user to set reports destination option – Disk / Printer
- Added support for Registered Voter updates after election results are updated
- Added support for DS200/DS850 USB memory device that contains all precincts in a single poll (Early Voting requirement in FL and elsewhere)
- Enhanced ERM System Log to provide improved auditing of all ERM update processes including ERM data input / output errors

ESS Image Manager (ESSIM)

The list below summarizes key enhancements and fixes added to ESSIM version 7.7.1.0 as compared to previous released version 7.4.2.0:

- Added functionality allowing the user to assign contest row and column number
- Added user defined minimum # of ballots per precinct
- Added a new 'Election Packager' menu item for user selection of the specified election file (.ais file) for an election

Hardware Programming Manager (HPM)

The list below summarizes key enhancements and fixes added to HPM version 5.8.0.0 as compared to previous released version 5.2.4.0:

- Added warning message prior to creation of final database files if the created election exceeds 18 election day precincts for the M100 and DS200 equipment types
- Added a function to check M650 ZIP Disk formatting before allowing files to be copied
- Added support for DS200/DS850 use of all ballot styles (Early Voting precincts)
- Added functionality to create a new election in HPM from a previous election
- Added support for 140 candidate rotations per contest
- Enhanced security to require that Reopen and Admin passwords are entered
- Added ballot image save options. Selections include: All, None, Write-Ins Only

Audit Manager (AM)

The list below summarizes key enhancements and fixes added to Audit Manager version 7.5.2.0 as compared to previous released version 7.3.0.0:

- Added logging of user creation and changes made
- Added logging of Admin log-in and log outs

Best practices – ES&S Model 650 Ballot Scanner

Set-up of the M650 Scanner:

- Placing the reports printer next to the scanner will make it easier to refer to the reports during ballot counting.
- The scanner must be operated with BLANKS ON. (SDCL 12-17B-13.1) The scanner will stop when it detects a ballot with no readable votes, and the ballot is then reviewed by the Resolution Board. If the ballot is determined to be blank, the BLANKS button is toggled off, the blank ballot is run through the scanner to record a complete count of ballots from the precinct, and the BLANKS button is toggled back on before the next precinct is processed.

Testing:

You should test the scanner

- As soon as you receive your election definition zip disk from Synergy
- Not more than 10 days before the election (this is the public test required by SDCL 12-17B-5)
- Immediately prior to counting official ballots on election night (SDCL 12-17B-12)
- Immediately prior to counting official ballots during a recount

The initial test can be done using a test deck supplied by Synergy, or with a test deck generated by the auditor. It is recommended that before further testing, you create a test deck with varied vote counts in the various races (i.e., the test results should not have one vote for candidate 1, two votes for candidate 2, and 3 votes for candidate 3 in every race). ARSD 5:02:09:01.02 lists the specifications for the test deck. You can use the Synergy deck and add ballots to it to get more varied results, or you can create an entirely new test deck. It is recommended that your test deck include ballots marked on each AutoMARK which will be used in the election.

Reports:

- Except for the Precincts Processed report, long form includes undervotes/overvotes; short form does not.
- **GRAND TOTALS** – total ballots and votes by candidate/issue for all precincts counted.
- **PREC. PROCESSED** – Long format lists precincts counted and the total ballots for each precinct. Short format lists all precincts which have not been counted.
- **TOTALS BY PRECINCT** – prints a totals report for each precinct. This can be a long report if you have a large number of precincts and/or races. You may want to place a piece of tape over this button to avoid pushing accidentally. If you do choose this option by accident, press and hold the Stop key to cancel printing.
- **LAST PRECINCT** – prints a totals report for the last precinct scanned. Cautions:
 - If you run through a batch of ballots from multiple precincts (for instance, if all absentee ballots are mixed together), this report will not give you accurate totals for the batch. When running the absentees as one group, you can instead check the number on the display screen or check the scanner log printer to verify the total ballots in the batch.
 - If you scan one precinct's ballots and have a ballot from another precinct mixed in, the Last Precinct report will not include that ballot. (See more detail on this under "Ballots by precinct – disadvantages.")

After processing a precinct, run a LAST PRECINCT report and compare the ballots counted on the scanner to the “Ballots to be counted” on the recapitulation sheet. If it’s before 8 pm Central time in counties where you may begin processing ballots but may not release results, run the PREC. PROCESSED report (long form) instead.

At the end of the night, after all ballots have been counted, run a PREC. PROCESSED report (long form). Check the total ballots shown for each precinct against (1) the recap sheets for each precinct and (2) any preliminary precinct returns you have entered in ST25. Discrepancies could be due to:

- A ballot being mixed in with the wrong precinct (if the scanner count is higher than your preliminary returns). In this case you should reenter the precinct totals in ST25.
- A scanner malfunction that occurred after you finished processing a precinct and before you hit the SAVE button (if the recap sheet is higher than the scanner count) In this case you should rerun that precinct and enter the new results in ST25.

Re-running a precinct:

You may need to rerun a precinct if there is a ballot jam or other problem that makes you unsure that all ballots have been counted once and only once. There are two ways to clear a precinct from the scanner so you can rerun it.

- If you save to a zip disk after each precinct, and you have problems on the next precinct, do the following:
 - Run a PREC. PROCESSED report (long form).
 - Zero the scanner and run the PREC. PROCESSED report (long form) to verify that all results have been zeroed.
 - Insert the last zip disk saved into the scanner and press ENABLE/IMPORT RESULTS.
 - Run another PREC. PROCESSED report (long form) and verify that the precinct in question was zeroed out, but all other results remain the same.
 - Proceed with rerunning the precinct.
- You can also use a flush header. This method does not require you to zero all results from the scanner. You can order the flush header from Synergy. You don’t need a new one for each election – if you have a 14” flush header, you can use it for any election with 14” ballots. The process is:
 - Run a PREC. PROCESSED report (long form).
 - Scan the flush header.
 - Scan a ballot or header card from the problem precinct, scan again to confirm that you wish to flush the precinct and run the PREC. PROCESSED report (long form) to verify that the precinct has been zeroed.
 - Proceed with rerunning the precinct.

ENABLE button:

The ENABLE button provides extra security when performing critical functions by requiring that it be pushed simultaneously with another button. To ensure that you’re pushing both buttons, press and hold the ENABLE button and then press the other button. You will see a confirmation message on the display screen and will need to press the START button to confirm your action.

- ENABLE/ZERO TOTALS will clear all votes from the scanner. If you wish to clear just one precinct, use a flush header instead. After zeroing totals, always run a Grand Totals report to confirm that the process worked.
- ENABLE/SAVE copies the totals from the scanner to a zip disk.
- If you use the ERM software (Election Reporting Manager), you will transfer results to ERM during ballot counting.
- If you don't use ERM, you'll need to transfer the final results to a zip disk for archive purposes after election night.
- ENABLE/IMPORT RESULTS allows you to transfer vote totals from a zip disk to the scanner.

Ballots by precinct/ballots by style:

Ballots by precinct -- There is a distinct ballot for each precinct. The precinct number and/or name will be printed on the ballot.

- Advantages:
 - No need to use header cards
 - Absentee ballots do not need to be sorted by precinct
- Disadvantages:
 - If there are a large number of precincts, there could be many ballots, increasing the possibility of running short on ballots and the possibility that an absentee voter is given the wrong ballot.
 - If a ballot from precinct B is mixed in the stack of precinct A ballots you're counting, the scanner will add the votes from the precinct B ballot to precinct B. When this happens, (1) the ballots counted on the LAST PRECINCT report won't match the Precinct A recap sheet, and (2) if you've already processed precinct B, the totals from that precinct are now changed.

Ballots by style—Ballots are ordered by style, and one style may be used in multiple precincts. Header cards are used to indicate which precinct is being scanned.

- Advantages:
 - Reduces the number of unique ballots when there are a large number of precincts, which can reduce errors when giving ballots to absentee voters.
 - If a precinct runs short of ballots on election day, ballots from another precinct with the same ballot style can be used there. (This is only a factor if you order ballots for less than a 100% turnout.)
 - If an absentee voter receives a wrong ballot, the scanner will not accept the ballot, and the Resolution Board will replace the ballot with one of the correct style. This ensures that the voter cannot vote on any races he/she is not entitled to vote for.
- Disadvantages:
 - Absentee ballots must be sorted and processed by precinct.
 - A header card must be run through the scanner before processing ballots, and must be rerun every time you press SAVE.
 - Running test ballots will take longer, since you must have a test deck for each ballot style.

QUESTIONS?





PROVISIONAL BALLOTS

PROVISIONAL BALLOTS

- Given to a voter who insists that they are eligible to vote even though their name does not show up on the registration list and the county auditor has confirmed that they should not be.
- Voter completes provisional ballot envelope.
- Voter's name should be written in the pollbook along with a designation that the person has cast a provisional ballot.
- Voter is given the correct ballot and the marked ballot is placed inside the provisional ballot envelope and the envelope is placed inside the ballot box.
- Enter how many provisional ballots you received into TotalVote on Election Night.



PROVISIONAL BALLOTS

Form 12-18-40 (5:02:05:22) – Provisional Ballot Envelope (Rev. 7-5-05)

PRINTED BY BROWN & SAENGER, SIOUX FALLS, SD

VOTER'S AFFIRMATION FOR A PROVISIONAL BALLOT

My voter registration was completed on or about the following date and was left with the following person or agency for delivery to the county auditor: _____

My name is _____, I reside at _____

my mailing address is _____

my daytime telephone number is _____ and my evening telephone number is _____

I understand if the election authority determines that I am not registered in this precinct and therefore not eligible to vote in this precinct, my vote will not be counted. I further understand that my vote may not be secret if only one provisional ballot is cast in the precinct. I swear or affirm under penalty of perjury that I registered and am eligible to vote in this precinct.

Signature of Voter

Date

To be completed by a precinct election worker:

Precinct number _____

Type of ballot provided to voter _____

Signature of precinct worker

Source: 29 SDRD 177. General Authority: SDCL 12-18-40. Law Implemented: SDCL 12-18-40



PROVISIONAL BALLOT VERIFICATION

- Provisional ballots are not opened or counted on Election Night.
- Provisional ballots envelopes are to be returned to you unopened on Election Night and keep them secure.
- The next day, you should “diligently investigate” to determine if the voter was legally registered in that precinct by the voter registration deadline.
- If the voter was legally registered, that ballot must be counted. If not, the ballot remains sealed!



PROVISIONAL BALLOT COUNTING

- If you determine that there are provisional ballots which must be counted, a provisional ballot counting board is appointed.
- Provisional ballot counting board meets one hour prior to the official canvass.
- The county auditor may establish an alternative time prior to the official canvass for provisional ballot counting provided that notice of the time and location is given to the county party chairperson of each political party.
- Provisional ballot counting board shall count the provisional ballots which you have certified as countable. The board will complete a *Certification of Provisional Ballot Count* ([ARSD 5:02:17:13](#)).



PROVISIONAL BALLOTS AND TOTALVOTE

- You will go back into TotalVote to add all votes from the Certification of Provisional Ballot Count and print your canvass sheet for your official canvass BEFORE proceeding with the county canvass process.
- Within ten days after the official canvass, you must send each provisional voter a *Notice of Provisional Ballot Determination* ([ARSD 5:02:05:24](#)).



QUESTIONS?





RESOLUTION BOARDS

RESOLUTION BOARDS

- ARSD 5:02:09:04.04
- If a ballot is rejected by the automatic tabulating equipment, the resolution board shall review the ballot as follows:
 - (a) If the resolution board determines that the ballot is damaged or defective, a duplicate shall be made of the ballot. All duplicate ballots shall clearly be marked "duplicate," shall bear a serial number which is also recorded on the original ballot. This ballot shall then be counted by the automatic tabulating equipment in lieu of the original ballot; and
 - (b) If the resolution board determines that the tabulating equipment is not reading any mark which is a vote according to § 5:02:09:22, the board shall duplicate that ballot according to subdivision (3)(a) of this section.



RESOLUTION BOARDS

- If the resolution board cannot reach an agreement on the determination of any mark, the board shall duplicate that ballot according to subdivision (3)(a) without marking any oval in dispute.
- If the resolution board cannot reach an agreement on the determination of all of the marks on any ballot, the board shall reject that ballot and label it, "no votes can be determined".



RESOLUTION BOARD MEMBERS

○ SDCL 12-17B-1(7)

- A board comprised of a representative from each political party having a candidate on the ballot and whose candidate on the county-wide ballot at the last General Election received at least 15% of the votes.
- 1 Democrat and 1 Republican



write-in, if any

UNITED STATES SENATOR
VOTE FOR ONE

DEAN BARKLEY
Independence

NORM COLEMAN
Republican

AL FRANKEN
Democrat-Farmer-Labor

CHARLES ALDRICH
Liberation

JAMES NIEMACKL
Constitution

write-in, if any

UNITED STATES REPRESENTATIVE

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CHUCK BALDWIN AND DARRELL CASTLE
Constitution

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Lizard People

write-in, if any

U.S. SENATOR
VOTE FOR ONE

DEAN BARKLEY
Independence

NORM COLEMAN
Republican

AL FRANKEN
Democratic-Farmer-Labor

SOI

CHARLES ALDRICH
Libertarian

JAMES NIEMACKL
Constitution

Lizard People
write-in, if any

U.S. REPRESENTATIVE
DISTRICT 7
VOTE FOR ONE

SO



UNITED STATES SENATOR
VOTE FOR ONE

DEAN BARKLEY
Independence

NORM COLEMAN
Republican

ND

AL FRANKEN
Democratic-Farmer-Labor

CHARLES ALDRICH
Libertarian

JAMES NIEMACKL
Constitution

write in, if any

UNITED STATES REPRESENTATIVE

51



DEAN BARKLEY

Independence



NORM COLEMAN

Republican



AL FRANKEN

Democratic-Farmer-Labor



CHARLES ALDRICH

Libertarian



JAMES NIEMACKL

Constitution



write-in, if any

U S REPRESENTATIVE

46

write-in, if any

U.S. SENATOR
VOTE FOR ONE



DEAN BARKLEY

Independence



NORM COLEMAN

Republican



AL FRANKEN

Democratic-Farmer-Labor



CHARLES ALDRICH

Libertarian



JAMES NIEMACKL

Constitution



write-in, if any

52

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U.S. SENATOR
VOTE FOR ONE



DEAN BARKLEY
Independence



NORM COLEMAN
Republican



AL FRANKEN
Democratic-Farmer-Labor



CHARLES ALDRICH
Libertarian



JAMES
Constitu



write-in, if

51



with-in, if any

UNITED STATES SENATOR
VOTE FOR ONE

DEAN BARKLEY
Independent

NORM COLEMAN
Republican

AL FRANKEN
Democratic/Farmer Labor

CHARLES ALDRICH
Libertarian

JAMES NIEMACKL
Conservative

with-in, if any

UNITED STATES REPRESENTATIVE
DISTRICT 6

CONSERVA

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with-in, if any

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KIM I

with-in, if any

write-in, if any

UNITED STATES SENATOR
VOTE FOR ONE

DEAN BARKLEY
Independence

NORM COLEMAN
Republican

AL FRANKEN
Democratic-Farmer-Labor

CHARLES ALDRICH
Libertarian

JAMES NIEMACKL
Constitution

write-in, if any

UNITED STATES REPRESENTATIVE
DISTRICT 6

UNITED STATES SENATOR
VOTE FOR ONE

DEAN BARKLEY
Independence

NORM COLEMAN
Republican

AL FRANKEN
Democratic-Farmer-Labor

CHARLES ALDRICH
Libertarian

JAMES NIEMACKL
Constitution

write-in, if any

UNITED STATES REPRESENTATIVE

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write-in, if any

UNITED STATES SENATOR
VOTE FOR ONE

DEAN BARKLEY
Independence

NORM COLEMAN
Republican

~~**AL FRANKEN**~~
Democratic-Farmall-Cantor

CHARLES ALDRICH
Libertarian

JAMES NIEMACKL
Constitution

write-in, if any

UNITED STATES REPRESENTATIVE

QUESTIONS?





COUNTY AND STATE CANVASS

COUNTY CANVASS

- Print the official canvass spreadsheet and certificate from TotalVote.
- Provide the spreadsheet to your canvass board to use during the canvass.
- Canvass board shall proceed to open:
 - The returns from the various precincts in the county; and
 - The sealed poll book envelopes and compare the number of total voters in the precinct to the number provided on the printed tally sheet printed form the M100 or M650 tabulator.
- Your canvass board will sign the canvass certificate after the canvass is completed.



COUNTY CANVASS

- Mail the official canvass spreadsheet and the signed and sealed canvass certificate in an envelope to the SOS office.
- If you don't think the canvass materials will reach the SOS office before the date of the State Canvass, please fax or e-mail them and still send the original.



STATE CANVASS

- State Board of Canvassers
 - The Governor, or his designee
 - The Chief Justice of the Supreme Court, or his designee
 - Secretary of State
 - In the presence of the Attorney General



STATE CANVASS

- The certified copy of the official canvass sheet must have the original signature and seal of the county auditor.
- The state canvass board will compare the race totals in TotalVote to the race totals on your certified copy of your official county canvass.



QUESTIONS?





RECOUNTS

PRECINCT RECOUNT

- [SDCL 12-21-8](#)
- **Purpose:** Used to recount the results from a specific precinct for a specific candidate or question in a primary or general election.
- **Deadline:** Within ten days after the election. Any three registered voters in the precinct.
- **Form:** ARSD 5:02:19:06
- **File With:** County auditor
- **Other:** Petitions for recounts of other precincts within the same county may be filed within three days after the first such petition in a county even if that deadline falls after the ten day deadline.



CANDIDATE RECOUNT IN CLOSE LOCAL ELECTION

- [SDCL 12-21-10](#)
- **Purpose:** Used to recount the results for a specific candidate's race which was voted on in one county or part of a county.
- **Deadline:** Within three days after official canvass for that office.
- **Who Petitions:** The losing candidate.
- **Required Loss:** Not exceeding two percent of total votes cast.*
- **Petition:** ARSD 5:02:19:05
- **File With:** County Auditor of each county



CANDIDATE RECOUNT IN CLOSE JOINT LEGISLATIVE DISTRICT

- SDCL 12-21-11
- **Purpose:** Used to recount the results for a specific legislative candidate's race which was voted on in more than one county.
- **Deadline:** Within three days after official state canvass for that office.
- **Who Petitions:** The losing candidate.
- **Required Loss:** Not exceeding two percent of total votes cast.*
- **Petition:** ARSD 5:02:19:05
- **File With:** County Auditor of each county which the district encompasses.



RECOUNT BOARD

- Upon presentation of a recount petition or notice from the Secretary of State that a recount must be held:
 - County auditor shall notify in writing under the seal of his office the presiding judge of the circuit court.
 - Presiding judge shall appoint and give notice to a recount board consisting of a referee and two voters of the county providing for representation of the two largest political parties.
 - Referee must be a member of the bar of the state of South Dakota and a member of the political party which polled the largest number of votes for Governor in the county in the last gubernatorial election.
 - Auditor shall also notify the Secretary of State whenever a recount petition is filed for a race canvassed by the State Board of Canvassers.



CERTIFICATE OF RECOUNT

- TotalVote does not produce the Certificate of Recount form.
- ARSD 5:02:19:08 prescribes the format for the Certificate of Recount form.
- Submit signed Certificate of Recount to Secretary of State's office.



QUESTIONS?





CAMPAIGN FINANCE

WHO IS COVERED?

- Counties with population > 5,000
- Ballot questions in first class municipalities
- Schools with Average Daily Membership > 2,000
- Any subdivision that chooses to be



STATEMENT OF ORGANIZATION

- Must be filed within:
 - 15 days of petition filing, or
 - 15 days of raising or expending at least \$500
 - Whichever is earlier
- Can be found on SOS website at http://sdsos.gov/content/html/elections/campaignfinance/2012_statement_of_organization.pdf



FINANCIAL INTEREST STATEMENT

- Must be filed by candidate for:
 - County Commissioner
 - School Board Member
 - Commissioner, Council Member or Mayor in any first class municipality
- Filed within:
 - 15 days after filing petition
- Must be filed by an elected official within 15 days after taking the Oath of Office.
- Candidate
<http://sdsos.gov/content/html/elections/campaignfinance/AppendixFFinancialInterestStatementandInstructions.pdf>
- Elected Official
<http://sdsos.gov/content/html/elections/campaignfinance/AppendixGStatementofFinancialInterestElectedOfficialandInstructions.pdf>

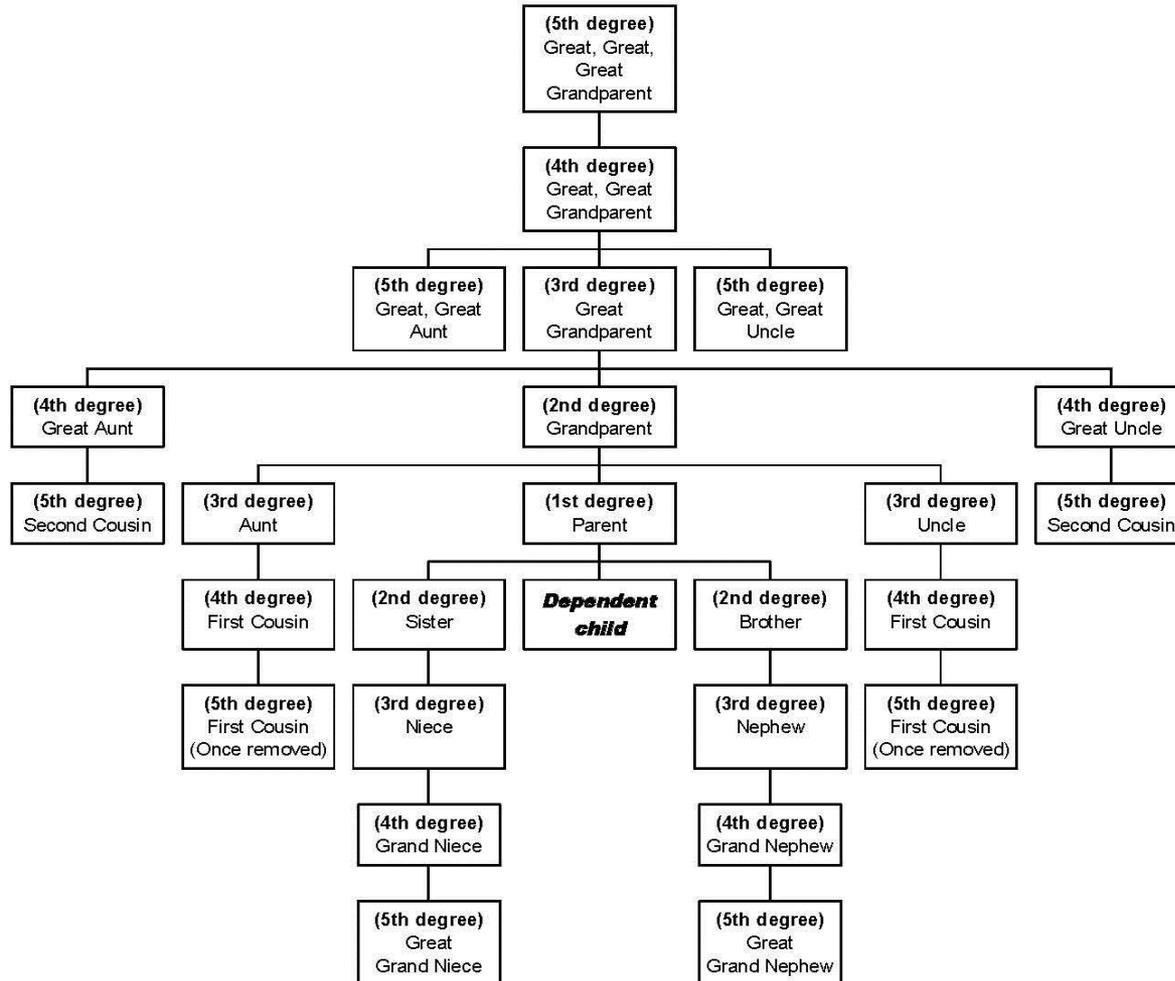


CONTRIBUTION LIMITS

- Individuals may contribute up to:
 - \$1,000/year to a County or Legislative Candidate
 - \$10,000/year to a PAC or Political Party
 - Unlimited amount to a Ballot Question Committee
 - Immediate family is exempt
 - Spouse
 - Dependent under the age of 18
 - Any relative within the 3rd degree of kinship
 - Spouses of such relatives
- Committee treasurer must return excess contributions.



FIFTH DEGREE OF KINSHIP CHART



CONTRIBUTIONS FROM ORGANIZATIONS

- May not contribute to a Candidate Campaign or Political Party.
- May contribute to a PAC or Ballot Question Committee.



FINANCIAL DISCLOSURE STATEMENT

- All political committees and political parties file.
- Some exceptions:
 - Candidates with no opposition in the Primary
 - No Year-End Statement required following a non-election year (county and legislative).
- Pre-election Statement:
 - Pre-Primary
 - Pre-General
- Year-End Statement
- Supplemental – late and large contribution
- \$50/day penalty for late filing



FILING DEADLINES

- Pre-Election Statement:
 - 5:00 p.m. on the 2nd Friday prior to each election complete through the 15th day prior to the election.
- Year-End Statement:
 - 5:00 p.m. on February 1st completed through December 31st of the prior year.
- Can be found at <http://sdsos.gov/content/html/elections/campaignfinance/2012%20Campaign%20Finance%20Disclosure%20Statement.pdf>
- Supplemental:
 - Within 48 hours of the receipt of the contribution
- Can be found at <http://sdsos.gov/content/html/elections/campaignfinance/AppendixCSupplementalStatement.pdf>



ADVERTISING DISCLAIMER

- Printed material or communication made by a political committee or political party.
- "Paid for by (Name of candidate, political committee, or political party)."
- Small impractical items exempt.



QUESTIONS?



FUTURE TRAINING

- One day workshop
 - March 17, 2014
 - Ramkota Hotel, Pierre
 - Election Day procedures
 - TotalVote
- Webinars (weekly, monthly, as needed)
- Spring workshop



QUESTIONS?





THANK YOU!