



ELECTIONS BULLETIN

To: Town and City Clerks

From: Kathy DeWolfe

Re: Provisional Ballots; Justice of the Peace Elections; JP info for ballot

Date: August 4, 2008

Provisional Ballot—Envelopes and Notices

We have enclosed five provisional ballot notices and inner/outer envelopes per polling location for your use in the Primary and General Elections. If you provide a provisional ballot to a voter, you are required by law to give this card to the voter so she will be able to call you or our office to find out if her ballot was counted. In ALMOST ALL situations in Vermont you can use the sworn affidavit, add the person to the checklist, and provide a regular ballot. However, in the unusual event that you need to provide a provisional ballot, you must give the voter a notice card. **IF ON ELECTION DAY YOU BELIEVE YOU SHOULD USE A PROVISIONAL BALLOT, CALL ME.** With our sworn affidavit procedures in place, it should be a rare event to use a provisional ballot.

Justice of the Peace—Party Nomination

Please remind your town party chairs to notice a meeting to nominate Justices of the Peace if the party failed to nominate by caucus. We already sent a full election bulletin with all the details. The political parties have also mailed instructions to the town chairs.

Justice of the Peace—Independent Petitions

Independent candidates for justice of the peace must submit petitions with either 30 signatures or one percent of your checklist, whichever is less. The petition and consent of candidate form that independent JPs should use is included in this mailing. Please make copies of this form to have available in your office. These forms can also be used if other independent candidates ask for blank petitions.

Ballots—Justice of the Peace; Articles

Paper ballot (hand count) towns: The town clerk must make all arrangements to have the ballot for the election of justices of the peace available by October 6, 2008. You also need to prepare your own ballot for any special town meeting articles for your selectboard or school board. **We strongly suggest that you ask at least two folks outside your office to proofread your ballot carefully before printing it.** It is easy to gloss over an error when those of us that are so familiar with the names and party designations do proofreading. Names must be listed in alphabetical order (by last name) and include party designation or “independent.” There is no need to use a professional printer. You can create your own ballot in Microsoft Word and update it every two years. Make copies for the ballots on colored paper—NOT white paper. (A sample ballot is in 2008 Elections Procedures, but your ballot does not have to look exactly like it—it must just be clear to the voters.)

Vote tabulator towns: If you want the Elections Division to include your JPs on the November General Election ballots, the town clerk must email the names and party designations of all JP candidates to our office on or before **5 p.m. on Monday 9/15/2008.** **If you also have any special meeting articles to go on the ballot,** please send us the articles as an email attachment (Microsoft Word document) so we can have the printers cut and paste them onto the ballot. For JPs, you must use the Excel file that we will send to you as an email attachment in late August (see enclosed sample).

Office of the VT Secretary of State – Elections Division

Phone: (802) 828-2464 or Toll-Free (800) 439-8683

Fax: (802) 828-5171 On the web: <http://www.sec.state.vt.us>

Kathy DeWolfe, Director of Elections and Campaign Finance 828-2304 (kdewolfe@sec.state.vt.us)

Melanie Hodge, Elections Administrator 828-0175 (mhodge@sec.state.vt.us)

David Crossman, Elections Administrator 828-0771 (dcrossman@sec.state.vt.us)

Katie Lane-Karnas, Elections Administrator 828-2464 (klane-karnas@sec.state.vt.us)