

Precinct Certificate of Vote/ Consolidated Returns Procedure for 2017 Elections

1. At all precincts, In-person Absentee and Mail Absentee the ballots will be counted and tabulated through an eScan tabulator and a high speed counter.
2. The number of total printouts at the precinct is as follows:
Certificate of Vote form provided by CNEC and filled in with the information of the election results by the precinct officials (4 Copy form).
White copy: returned to the CNEC office with election reports
Pink copy: placed in the Ballot transfer case marked box 1
Canary copy: is posted on the precinct door at the end of the day.
Goldenrod copy: is returned to the CNEC office with reports to post on the CNEC window for the public to view.
3. Tally reports from the eScan Tabulator: Total of three copies
 - a. First tally report along with the Zero printout (When the precinct was opened) attached and signed by the precinct officials is placed in the Election Returns Envelope with the reports.
 - b. Second Tally report from the eScan tabulator is place on the precinct door at the end of the day.
 - c. The third copy will be placed in the ballot transfer case marked 1.
4. Consolidated Returns of election results and posting of such reports: 3 copies of each report will be generated and 1 copy will be placed in the minutes, one copy for the public to view and one copy to be placed in the vault with the election ballots, reports, and other election related material that is permanent record
 - a. Precinct report information: UNOFFICIAL till certified
Precinct name and district(s)
Mail absentee totals/percentages
Early absentee totals/percentages
Election Day totals/percentages
Numbers of voters that voted and the percentages
 - b. Canvass Report Unofficial and Official contains:
Totals for each race, candidate and percentages of the turnout of voters
 - c. Cumulative Report Unofficial before certified, Official Results to certify:
Totals, per race, candidate and all percentages of each race: This is the report that the Commission will certify the results in a meeting.

Approval Date: 2-14-17

Commission Chairman *Shauna Calico*