



ELECTION HANDBOOK

*Statewide Special Election
May 19, 2009*

Prepared by:

Registrar of Voters
San Bernardino County
777 East Rialto Avenue
San Bernardino, CA 92415-0770
(909) 387-8300 FAX (909) 387-2022

INTERNET: <http://www.sbcrov.com>

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I. WHAT'S NEW

A. Voting System Approval:

On August 3, 2007, Secretary of State Debra Bowen withdrew approval of voting systems throughout the State, which includes the Sequoia Voting System used by San Bernardino County. In the Secretary of State (SOS) denial report of the Sequoia Voting System, the SOS placed 38 conditions that must be met in order to have the machines recertified. Pursuant to Elections Code 19222, the Secretary of State is authorized to withdraw approval previously granted to any voting system or part of any voting system if the SOS determines that the voting system is defective.

Even though the SOS report identified alleged deficiencies in the Sequoia electronic voting system, the Registrar of Voters (ROV) is confident that the current electronic voting system is accurate and secure. The SOS "Top to Bottom Review" was not conducted in a real-life election environment. The ROV office adheres to strict security procedures and free access is not provided to voting equipment. Our dedicated poll workers receive thorough training and are diligent in adhering to security procedures. Since 2004, touch screen voting has allowed this office to provide timely election results. In light of the SOS report, the ROV will continue to communicate with Sequoia Voting Systems, Inc. and the SOS with the goal of obtaining unconditional certification for future elections.

One of the 38 conditions referenced in the SOS report/mandate permits the use of only one (1) touch screen voting unit per polling place, with the provision that the results are hand-counted. This unit will provide accessible balloting to voters with disabilities in compliance with the Help America Vote Act of 2002 (HAVA). The SOS has de-certified the use of electronic touch screen voting machines for all other uses during the upcoming elections.

The Registrar of Voters will comply with the requirements as set forth in the SOS August 3, 2007 mandate by implementing the following plan:

- Provide one touch screen voting unit per polling location to provide accessible voting for voters with disabilities in compliance with the Help America Vote Act of 2002.
- Provide paper ballots at polling locations for voters.
- After the polls close, voted precinct ballots will be delivered to the Registrar of Voters Office for tabulation through the use of existing optical scanning equipment.
- Prepare New Poll Worker Training Program to include procedures for issuing, voting, and processing paper ballots.
- Promote Permanent Mail Ballot Voting as an alternative to voting at the polls.

B. Partners in Democracy:

The Registrar of Voters has implemented "Partners in Democracy" for the November 4, 2008 Presidential General election. This new program offers businesses or community organizations an opportunity to take part in a team-building exercise that will develop a commitment to our democratic process while enhancing the group's reputation as a civic-minded organization.

Groups taking advantage of this partnership will be responsible for staffing a polling place on Election Day. The assigned polling place will feature a sign highlighting their participation, which will not only enhance their public image, but they may be able to use this as an opportunity for fundraising. A fully staffed polling place will be paid a stipend for their time and commitment. These funds can be used for their organization's projects, a tax-deductible donation to a charity of their choice or paid to each worker individually.

Staff assigned to these polling places must attend a two-hour Registrar of Voters training class. Classes will be held throughout the County or special arrangements may be made to conduct training at a specific time and location.

Businesses or organizations interested in becoming a Partner in Democracy should contact the Polls Section at 909-387-8300 for more information.

C. Early Voting:

Early voting for the May 19, 2009 Statewide Special Election will be available at the following location:

LOCATION	DATES/TIMES
Registrar of Voters 777 E. Rialto Avenue San Bernardino, CA 92415	April 20 – May 19 Monday through Friday 8:00 am – 5:00 pm Saturday, May 16 9:00 am – 3:00 pm

D. Working with the Media

Media releases are available on the ROV web site so that information can be more easily distributed within your organizations. We also send them to everyone on our media distribution list. If you are not currently on our list and would like to be added, please contact Kathy Jackson at (909) 387-2083.

Election results will be posted on the ROV Web site at (<http://www/sbcrov.com>).



II. WHO CAN I CALL?

News Releases	News releases are sent to members of the media and to City Clerk's offices from a mailing list we have compiled. If you would like to be added to our mailing list, contact Kathy Jackson at (909) 387-2083. News releases are also posted to our web site at www.sbcrov.com .
Web Site	<p>Internet users can access the Registrar of Voters' home page at www.sbcrov.com. Select the Current Election tab, then the May 19, 2009 Statewide Special Election link.</p> <ul style="list-style-type: none"> • Interactive polling place locator – voters can simply point and click on the interactive locator and enter their residence address. The locator provides the name and address of their polling place, a map, and a link to their sample ballot pamphlet. • Election results – results will be posted on election night starting shortly after 8 p.m. The first results are from mail ballots only. • Links to other sites – we provide a link to the Secretary of State's web site for statewide totals on our web site. From that site you can also link to many other elections offices throughout the state.
Media Interviews	Interviews may be scheduled with Kari Verjil, Registrar of Voters by calling Kathy Jackson at (909) 387-2083.
Election Mailings	<ul style="list-style-type: none"> • County of San Bernardino Sample Ballot Pamphlet – is mailed to all registered voters. It contains: voting page facsimiles; text, arguments, and rebuttals of local measures; candidates' statements for local nonpartisan races; voting instructions; location and accessibility of polling location; and an application for a mail ballot. It is printed in English and Spanish in accordance with Federal and State mandates. • State of California Voter Information Guide – mailed by Secretary of State to registered voters (one to a household), and contains information on state measures only. Available in English, Spanish and several other languages. Also available on the internet at http://www.ss.ca.gov/elections/elections.htm
TDD	Telecommunication device for the deaf is available at: (909) 387-2788.
Bilingual	There are Spanish-speaking operators to assist voters at the Registrar of Voters office and at many of our polling places throughout the County.

III. IMPORTANT DATES/STATISTICS

A. Key May 19, 2009 Dates

First Day Mail Ballots Available	4/20
Early Voting	4/20 - 5/19
Last Day to register to vote	5/4
Last Day to request a Mail Ballot	5/12
ELECTION DAY	5/19
Official Canvass Period	5/20 - 6/16

B. Key Election Statistics on Ballot Content:

Number of Cities	N/A
Number of Elective Positions to be Voted on	N/A
Number of State Propositions	6
Number of Local Measures	1

C. Voting History Information

ELECTION TITLE	ELECTION DATE	REG VOTERS	TOTAL VOTERS	% OF TURNOUT	MAIL BALLOT ISSUED	MAIL BALLOT VOTED	% OF AV VOTED	AV % OF TOT VOTED
<i>Presidential General</i>	11/4/08	829756	616320	74.28	302957	229185	75.65	37.19
<i>Statewide Primary</i>	6/3/08	754978	154977	20.53	254618	97965	38.48	63.21
<i>Presidential Primary</i>	2/5/08	723661	376614	52.04	224250	147520	62.78	39.17
<i>Consolidated Election</i>	11/6/07	583567	77315	13.25	168741	54352	32.21	70.29
<i>General Election</i>	11/7/06	751652	358417	47.8	209891	138167	65.82	38.55
<i>Direct Primary Election</i>	6/6/06	748385	185579	24.8	180834	86111	47.61	46.4
<i>Consolidated Spec. Statewide</i>	11/8/05	753616	323860	42.97	178721	119584	66.91	36.92
<i>Presidential General</i>	11/2/2004	737559	528387	71.64	186627	142781	76.51	27.02
<i>Presidential Primary</i>	3/2/04	649501	172267	26.52	124272	83499	67.19	48.47
<i>Statewide Special Election</i>	10/7/03	632948	387030	61.15	120068	95293	79.00	24.62
<i>General Election</i>	11/5/02	616402	294361	47.75	98715	74195	75.16	25.21
<i>Direct Primary Election</i>	3/5/02	621144	178396	28.7	70945	46084	65	23.7
<i>Consolidated Election</i>	11/6/01	640349	88651	13.84	46659	26959	57.78	30.41
<i>Presidential General</i>	11/7/00	691548	464402	67.15	115787	100830	87.08	21.71
<i>Presidential Primary</i>	3/7/00	636923	316916	49.7	85302	68642	80.47	21.66

D. Registering To Vote

The last day to register to vote in the Statewide Election is May 4, 2009. **New citizens** (naturalized after the close of registration) may register and vote a complete ballot at the ROV until May 12, 2009.

Registration statistics (effective 4/6/09):

COUNTYWIDE	VOTER COUNT	PERM MAIL BALLOT
American Independent	23,384	7,319
Democrat	327,899	105,313
Green	2,785	761
Libertarian	3,649	1,108
Non-Partisan	144,827	41,916
Peace and Freedom	2,464	557
Republican	309,229	118,294
DISTRICT TOTAL	814,237	275,268

IV. VOTING MATERIAL

A. Sample Ballot Pamphlets

The Sample Ballot Pamphlet contain facsimiles of the voting pages, text/arguments/ rebuttals of local measures, candidate statements for local non-partisan races, voting instructions, locations and accessibility of polling location, and applications for mail ballots. This information is available in English and Spanish.

B. State Voter Information Guides

The State Voter Information Guide contains information on State measures and were printed and mailed by the Secretary of State (one to a household) to all voters registered to vote by the close of registration. There are six state propositions included in the State Voter Information Guide for this election. They are available in English and Spanish in San Bernardino County and in several other languages through the Secretary of State. State measure information is available on audiotapes at the ROV office, Lighthouse for the Blind, and California Council for the Blind. The Secretary of State also sends them to libraries.

C. State Propositions

State Propositions are consecutively numbered from year to year. There are six state propositions to be voted on.

YES NO	REQUIRED TO PASS: Majority	<p align="center">Proposition 1A "RAINY DAY" BUDGET STABILIZATION FUND.</p> <p>Changes the budget process. Could limit future deficits and spending by increasing the size of the state "rainy day" fund and requiring above-average revenues to be deposited into it, for use during economic downturns and other purposes. Fiscal Impact: Higher state tax revenues of roughly \$16 billion from 2010-11 through 2012-13. Over time, increased amounts of money in state rainy day reserve and potentially less ups and downs in state spending.</p>
YES NO	REQUIRED TO PASS: Majority	<p align="center">Proposition 1B EDUCATION FUNDING. PAYMENT PLAN.</p> <p>Requires supplemental payments to local school districts and community colleges to address recent budget cuts. Fiscal Impact: Potential state savings of up to several billion dollars in 2009-10 and 2010-11. Potential state costs of billions of dollars annually thereafter.</p>
YES NO	REQUIRED TO PASS: Majority	<p align="center">Proposition 1C LOTTERY MODERNIZATION ACT.</p> <p>Allows the state lottery to be modernized to improve its performance with increased payouts, improved marketing, and effective management. Requires the state to maintain ownership of the lottery and authorizes additional accountability measures. Protects funding levels for schools currently provided by lottery revenues. Increased lottery revenues will be used to address current budget deficit and reduce the need for additional tax increased and cuts to state programs. Fiscal Impact: Allows \$5 billion of borrowing from future lottery profits to help balance the 2009-10 state budget. Debt-service payments on this borrowing and higher payments to education would likely make it more difficult to balance future state budgets.</p>
YES NO	REQUIRED TO PASS: Majority	<p align="center">Proposition 1D CHILDREN'S SERVICES FUNDING.</p> <p>Temporarily provides greater flexibility in funding to preserve health and human services for young children while helping balance the state budget in a difficult economy. Fiscal Impact: State General Fund savings of up to \$608 million in 2009-10 and \$268 million annually from 2010-11 through 2013-14. Corresponding reductions in funding for early childhood development programs provided by the California Children and Families Program.</p>
YES NO	REQUIRED TO PASS: Majority	<p align="center">Proposition 1E MENTAL HEALTH FUNDING. TEMPORARY REALLOCATION.</p> <p>Helps balance state budget by amending the Mental Health Services Act (Proposition 63 of 2004) to transfer funds, for two years, to pay for mental health services provided through the Early and Periodic Screening, Diagnosis, and Treatment Program for children and young adults. Fiscal Impact: State General Fund savings of about \$230 million annually for two years (2009-10 and 2010-11). Corresponding reduction in funding available for Mental Health Services Act programs.</p>
YES NO	REQUIRED TO PASS: Majority	<p align="center">Proposition 1F ELECTED OFFICIALS' SALARIES. PREVENTS PAY INCREASES DURING BUDGET DEFICIT YEARS.</p> <p>Encourages balanced state budgets by preventing elected Members of the Legislature and statewide constitutional officers, including the Governor, from receiving pay raises in years when the state is running a deficit. Directs the Director of Finance to determine whether a given year is a deficit year. Prevents the Citizens Compensation Commission from increasing elected officials' salaries in years when the state Special Fund for Economic Uncertainties is in the negative by an amount equal to or greater than one percent of the General Fund. Fiscal Impact: Minor state savings related to elected state officials' salaries in some cases when the state is expected to end the year with a budget deficit.</p>

D. Local Measures

Local measures are given letters in alphabetical order, beginning with the next letter after the last measure in a previous election, in accordance with County policy.

Following is the local ballot measure for San Bernardino County. Each Measure appears ONLY on the ballots in the district, city, or agency affected.

YES	REQUIRED TO PASS:	MEASURE K
NO	Majority	<p>SAN BERNARDINO MOUNTAINS COMMUNITY HOSPITAL DISTRICT</p> <p>In order to continue the current level of tax support, shall an appropriations limit, as defined by Subdivision (h) of Section 8 of Article XIII B of the California Constitution, be continued for San Bernardino Mountains Community Hospital District, County of San Bernardino, State of California, in the amount of \$3,000,000.00?</p>

V. VOTING BY MAIL

A. Who can vote mail ballot?

Any registered voter may vote a mail ballot at the Registrar of Voters office beginning 29 days before the election and continuing until polls close at 8:00 p.m. on Election Day.

B. Military and overseas voters

Ballots are mailed to requestors beginning 60 days prior to the election.

C. Requested mail ballots

Voters may request by sending in a written letter or an application – either the ROV application on the back cover of the sample ballot pamphlet, one provided by a campaign, or one downloaded from the web site. All applications must be received no later than May 12th. Ballots are mailed beginning 29 days prior to the election.

D. Emergency mail ballot

Voters may request a ballot in person (or through a designated representative) at the ROV office from May 13th through 8:00 p.m. on Election Day. These ballots cannot be mailed to the voter and the voter cannot mail them back to the ROV. They must be delivered to the ROV office or any polling place no later than 8:00 p.m. on Election Day.

E. Declared Mail ballot precincts (no polling place)

These are precincts where no polling place was established because there were 250 or fewer voters. These precincts are sometimes referred to as NPP or “no polling place”. Ballots are automatically mailed to these voters approximately four weeks prior to the election.

F. Permanent mail ballot

These are voters who applied for this status and are automatically mailed a mail ballot approximately four weeks prior to the election. There are approximately 275,000 permanent mail ballot voters in this election.

G. Return of mail ballots

ALL mail ballots must be received at the ROV office or polling place no later than 8:00 p.m. on Election Day in order to be counted – postmarks do not extend this deadline. All signatures are verified before counting.

VI. POLLS AND POLL WORKERS**A. Establishing Polling Places/Polls Publication**

The ROV tries to maintain consistency by using the same polling place for each election whenever possible; however there are times when polling places unexpectedly change. When this occurs, voters are notified by mail and notices are posted when a polling place is changed.

A full listing of polling places will be published on or before Friday, May 8th in The Press Enterprise and posted on the Registrar of Voters web site.

B. Recruiting And Training Poll Workers

Recruitment letters are sent to past poll inspectors and workers asking if they are willing to serve again. In addition, we rely on media releases, outreach programs and newsletters. Inspectors are required to attend a training class, receive and return supplies and they earn \$135 per election. Other poll workers earn \$100 for Election Day plus \$15 for attending a training class. We also actively recruit bilingual poll workers.

Training is conducted by Registrar of Voters staff. A total of 29 classes will be conducted over a two-week period using 8 sites located throughout the county, with make-up classes as needed.

C. Student Poll Worker Program

The student poll worker program began in 1997 to address the shortage of poll workers for major elections and to provide voter outreach. It continues to serve the voters in San Bernardino County. Students perform the same duties as other workers and earn the same pay. They must be at least 16 years of age, with a grade-point average of 2.5 or above, must be citizens and must have approval of the school district. During the November 2008 Presidential Election a total of 1,738 students volunteered to work at the polls from 48 County high schools. This is a wonderful outreach program to prepare students for becoming voters when they are 18 years of age and it is a true service to the community.

D. Exit Polls

Media or polling agencies conduct exit polls as the voters “exit” the polling places, asking voters how they voted on certain contests. Pollsters must conduct their interviews at least 25 feet from the entrance of the polls.

E. Election Day/Night Assistance To Poll Workers

ROV'er/Troubleshooters - Specially trained workers that are dispatched countywide to respond to calls for assistance from poll workers and to conduct routine inspections of assigned polls.

VII. ELECTION NIGHT BALLOT/SUPPLY RETRIEVAL

Post office pickup - Mail ballots received by 8:00 p.m. on Election Day at the Redlands (main) post office will be picked up by ROV staff and processed during the canvass.

Sheriff's aviation will transport ballot boxes from outlying areas via fixed wing aircraft (weather permitting) flying into Rialto Airport where they are transferred to Sheriff's helicopter and flown to the ROV. In case of bad weather (snow), ballots from Big Bear will be driven to ROV by Sheriff's vehicle.

VIII. HOW BALLOTS ARE COUNTED

The Registrar of Voters office is designated as Election Central and is the counting site for the entire county – it is open to the public to observe all testing procedures, counting procedures and to receive election results.

Before any ballots may be counted, the system is subject to Logic and Accuracy Testing, witnessed by an Official Observer Panel. These same computer tests are run after the count is finished. Official Observers are solicited from the County Grand Jury, the League of Women Voters, media and the political parties, city clerks and civic organizations.

Mail ballots are counted at the ROV site only.

There are (10) 400C Optech ballot reading machines that are connected to a WinEds election data system at the Registrar of Voters office. Bulletin updates occur as soon as the information is available.

Electronic Ballot Cartridges are logged in, inspected, prepared for computer counting, counted and stored. Damaged mail ballots that cannot be machine tabulated are set aside to be counted in the official canvass.

NOTE: There is a difference between ballots cast and votes cast. A voter may under vote his/her ballot (i.e. skip any of the races/measures). Voters may over vote (i.e. vote for the YES and NO on a measure) which voids the vote cast on that one measure alone.

IX. OFFICIAL RESULTS AND CERTIFICATION OF THE ELECTION

A. Semi-official Results

All results are available at www.sbcrov.com. The first Election Night Results (semi-official) should be available at approximately 8:30 pm. Results will also be given out by phone until (15) minutes after the last count. Election night results are cumulative only - not by precinct.

B. Additional Ballot Counting

There are three categories of ballots which cannot be processed on Election Night:

Mail ballots turned in at polls – some mail ballot voters wait until the last minute to make voting choices and then drop their ballots off at polling places on Election Day. We receive these ballots very late on election night. All of these ballots must be processed – this includes verifying voter’s signatures, opening the envelopes and sorting the ballots into the appropriate precinct for tabulation.

Provisional votes – are voted at the polls when a voter’s registration is in question or when our records indicate the voter was already sent a mail ballot. The Help America Vote Act allows any voter to vote provisionally.

Write-in-ballots – are those where the voter has chosen to write-in a candidate’s name on the write-in portion of the ballot. These must be set aside and researched after Election Day to determine whether or not the write-in vote is for a qualified/ unqualified candidate and whether or not the voter over voted (i.e. voted for a candidate for an office listed on the ballot and also voted for a write-in candidate for that same office.) In this event, neither vote can be counted for that one office, although the rest of the ballot selections will be counted. When a write-in ballot is set aside on election night it means that none of the races/measures appearing on that ballot can be counted until the research is complete. Vote counts for write-in candidates do appear on election night bulletins. Counts for qualified write-in candidates will be available when the final results are certified.

C. Official Results

The last *semi-official report* election night will contain pages of statistics showing registration/turnout numbers and percentage. Turnout represents the ballots cast.

The law allows 28 days after the election to complete the ballot tally and official audit of the election, known as the Canvass. When the canvass is complete and all records have been reviewed, official results will be prepared and the election results (count) will be certified. Certified results are then sent to: Board of Supervisors and consolidating jurisdictions in order that they may “declare” results (winners). The Board of Supervisors will declare the results of the election for races and measures under the Board’s jurisdiction. Cities declare their own results.

X. COMMONLY ASKED QUESTIONS

When is the last day I can register to vote for the election?

A. The 15th day before the election. We encourage early voter registration to help ensure receipt of election materials.

Q. Who can register to vote?

A. Any citizen can register to vote if he or she is 18 years old by Election Day, a resident of California, and is not imprisoned or on parole for the conviction of a felony.

Q. I have just moved. Do I need to re-register?

A. Yes. Your voter registration should always reflect your current residence address. Requests for changes to voter registration must be in writing.

Q. When do I have to re-register?

A. The only reason for re-registering is if you move, change your name (due to marriage or court order) or change your political party affiliation.

Q. I will be 18 years old before the day of the election, but after the close of registration. Can I register to vote?

A. Yes. As long as you are 18 by Election Day and you have registered on or before the 15th day prior to the election, you will be eligible to vote.

Q. Do I have to vote all of my ballot? I only know about some of the candidates and some of the measures.

A. You may vote on as many offices and/or as many measures as you choose. Voting only part of your ballot does not void your vote.

Q. I will be out of town on Election Day and prior to receiving my Sample Ballot. How can I get a mail ballot?

A. A written request can be mailed to the Registrar's office. The written request must contain your printed name, residence address, address where you want the ballot mailed, if different than your residence address and voter's signature.

Q. When are mail ballots available?

A. Ballots are available beginning 29 days before the election.

Q. What is the latest I can apply for a mail ballot?

A. All applications for mail ballots must be received at least seven (7) days prior to the election. Emergency voting starts on the 6th day prior to an election.

Q. How soon can I return my voted ballot?

A. As soon as possible; however, the ballot must be received by the Registrar's office before the close of the polls on Election Day.

Q. I have a mail ballot and am unable to get it mailed in time to reach your office. What can I do?

A. The mail ballot can be dropped off at any polling place location within San Bernardino County on Election Day or at the Registrar of Voters office on or before Election Day at 8:00 p.m. It cannot be dropped off at polling places in another county.

Q. How can I become a permanent mail ballot voter and do I qualify?

A. Any voter may apply for permanent vote by mail status and automatically receive a mail ballot by mail each time there is an election within their precinct. To apply, a voter must complete an application which can be obtained from the Registrar's office, on the Registrar of Voters web site, or check the permanent mail ballot block on the back cover of the Sample Ballot booklet.

XI. ELECTION DEFINITIONS

- **Canvass** – State law requires an official canvass (audit of the election). This entails numerous manual processes that verify the accuracy of the computer count, including a hand tally of ballots cast in 1% of the precincts. When this audit is complete, election results are certified to the various jurisdictions, which then declare the winners. The law allows 28 days to complete the official canvass process.
- **DRE** – Direct Recording Electronic voting system, the touchscreen AVC Edge® units used in San Bernardino County precincts beginning March 2, 2004.
- **NPP** - No polling place was assigned because there were fewer than 250 registered voters. These voters are "declared" vote by mail and ballots are automatically mailed approximately four weeks prior to the election.
- **Official Results** - Final election tabulation is issued after completion of the official canvass and the Registrar of Voters certifies the results.
- **Provisional Ballot** - Voted at polls when a voter's registration is in question. These ballots are verified and counted after Election Night.
- **Random Draw** – The placement of names on the ballot is determined by a random alphabetical drawing held by the Secretary of State or the Registrar of Voters.
- **Requested AV** - Voters who choose to vote by mail instead of going to the polls.
- **Unofficial Results/Semi-official** - All election results issued prior to completion of the official canvass. First reporting of unofficial results begins Election Night approximately 30-45 minutes after polls close.
- **VBM** – Vote by mail (formerly referred to as Absentee voting).
- **VVPAT** – Voter Verifiable Paper Audit Trail, the VeriVote printer attached to the DRE voting system which allows voters to vote using touch screen technology with the added convenience of reviewing a paper record of their selections before they leave the polls.
- **Write-in Ballot** - When a voter chooses to manually write-in a vote for a candidate(s) not printed on the ballot. The entire ballot is set aside to be counted after the validity of the write-in vote is determined. Write-in ballots must be counted manually. No write-in counts will be available until the final add on count.