

Precinct Certificate of Vote/ Consolidated Returns Procedure for 2023 Elections

1. At all precincts, Early Walk-in Absentee and Mail Absentee ballots will be counted and tabulated through a Verity Scanner 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 in the Election Returns Envelope.
Goldenrod copy: placed in the Ballot transfer case marked box 1
Pink copy: is posted on the precinct door at the end of the day.
Canary 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 Verity Scanner: Total of four copies
 - a. First total 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 Total report from the Verity Scanner is place on the precinct door at the end of the day.
 - c. The third copy from the Verity Scanner will be placed in the ballot transfer case marked 1.
 - d. The fourth copy from the Verity Scanner will be placed in the Elections Return Envelope for the Tabulation Watchers to view. All total tapes will be signed by the precinct officials for record.
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: 3-8-23

Commission Chairperson: 