**Notice of Recall Election**

**For the Office of (insert office title)**

**and Sample Ballots**

**(insert date of Election)**

Office of the (insert name of county) Clerk

To the voters of (insert name of county) County:

Notice is hereby given of a recall election to be held in the several wards in (insert name of county) County, on the (insert day of primary using digits) day of (insert month and year), at which the officer named below shall be chosen. The names of the candidates, whose nominations have been certified to or filed in this office, are given under the title of the office under the appropriate party, each in its proper column.

**Information to Voters**

Upon entering the polling place and before being permitted to vote, a voter shall:

* state their name and address
* show an acceptable form of photo identification\*
* sign the poll book\*\*

**\*If a voter does not have acceptable photo identification, the voter may obtain a free photo ID for voting from the Division of Motor Vehicles**.

**\*\*If the voter is unable to sign the poll book due to disability, a poll worker may write the word “exempt.”**

If a voter is not registered to vote, they may register to vote at the polling place serving their residence if the voter provides proof of residence.

Where ballots are distributed to voters, the initials of two inspectors must appear on the ballot.

Upon being permitted to vote, the voter shall enter a voting booth or go to a machine and cast their ballot. The vote should not be cast in any manner other than specified here. Sample ballots or other materials to assist the voter in marking their ballot may be taken into the booth and copied. The sample ballot shall not be shown to anyone so as to reveal how the ballot is marked.

A voter who is a parent or guardian may be accompanied by the voter's minor child or minor ward.

An election official may inform the voter of the proper manner for casting a vote but the official may not advise or indicate a particular voting choice.

**Assistance for Voting**

A voter may select an individual to assist in casting their vote if the voter declares to the presiding official that they are unable to read, has difficulty reading, writing or understanding English or that due to disability is unable to cast their ballot. The selected individual rendering assistance may not be the voter's employer or an agent of that employer or an officer or agent of a labor organization which represents the voter.

**At the recall election, the voter shall select the candidate of their choice**. Voting for more than one candidate may invalidate the ballot.

**Where Paper Ballots are Used**

* The voter shall choose the ballot of the party of their choice.

**If the voter votes on more than one party ballot, no votes will be counted**.

The voter shall make an **(X)** or other mark in the square next to the name of the candidate of their choice for each office for which they intend to vote. To vote for a person whose name does not appear on the ballot, the voter shall write in the name of the person of their choice in the space provided for a write-in vote. On referendum questions, the voter shall make an **(X)** or other mark in the square next to "yes" if in favor of the question, or the voter shall make an **(X)** or other mark in the square next to "no" if opposed to the question.

**Where Optical Scan Voting is used**

* If a party preference *is designated*, and votes are cast for ballot candidates of another party or write-in votes are cast in another party, only votes cast in the designated party will count.
* If a party preference *is not designated*, and votes are cast for candidates (or write-in votes are cast) in more than one party, no votes will be counted

The voter shall fill in the oval or connect the arrow next to the name of the candidate of their choice for each office for which they intend to vote. To vote for a person whose name does not appear on the ballot, the voter shall write in the name of the person of their choice in the space provided for a write-in vote and fill in the oval or connect the arrow next to the write-in line. On referendum questions, the voter shall fill in the oval or connect the arrow next to "yes" if in favor of the question, or the voter shall fill in the oval or connect the arrow next to "no" if opposed to the question.

When using an *electronic ballot marking device (“Automark,” Express Vote,” “Clear Access” or “ImageCast Evolution (ICE)”* to mark an **optical scan** ballot, the voter shall touch the screen or use the tactile pad to select the name of the candidate of their choice for each office for which they intend to vote. To vote for a person whose name does not appear on the ballot, the voter shall type in the name of the person of their choice in the space provided for a write-in vote. On referendum questions, the voter shall touch the screen at "yes" if in favor of the question, or the voter shall touch the screen at "no" if opposed to the question.

**Where Touch Screen Voting is Used**

The voter shall touch the screen or use the tactile pad to select the name of the candidate of their choice for each office for which they intend to vote. To vote for a person whose name does not appear on the ballot, the voter shall type in the name of the person of their choice in the space provided for a write-in vote. On referendum questions, the voter shall touch the screen at "yes" if in favor of the question or the voter shall touch the screen at "no" if opposed to the question.

**Spoiled Ballots**

If a voter spoils a **paper or optical scan** ballot, they shall return it to an election official who shall issue another ballot in its place, but not more than three ballots shall be issued to any one voter. If the ballot has not been initialed by two inspectors or is defective in any other way, the voter shall return it to the election official, who shall issue a proper ballot in its place.

The voter may spoil a **touch screen** ballot at the voting station before the ballot is cast.

**After Voting the Ballot**

After an official **paper** ballot is marked, it shall be folded so the inside marks do not show, but so the printed endorsements and inspectors' initials on the outside do show. The voter shall then deposit the voted ballot in the ballot box, or deliver the ballot to an inspector for deposit, and deposit the un-voted ballots in the discard box. The voter shall leave the polling place promptly.

After an official **optical scan** ballot is marked, it may be inserted in the security sleeve, so the marks do not show. The voter shall then insert the ballot in the voting device and discard the sleeve or deliver the ballot to an inspector for deposit. If a central count system is used, the

voter shall insert the ballot in the ballot box and discard the sleeve or deliver the ballot to an inspector for deposit. The voter shall leave the polling place promptly.

After an official **touch screen** ballot is marked, the voter shall leave the polling place promptly.

The following is a sample of the official ballot:

 (Insert official Recall Election Ballot).

 (Insert name and title of Clerk making this notice)

(**Notes:** Use with paper ballots, optical scan and touch screen voting systems. Includes Vote-PAD, Automark, Clear Access, Express Vote or ImageCast Evolution-ICE instructions. Delete any language or paragraphs that do not apply to your election or type of voting system.

Clerks publish the Type B Notice the day before an election. When voting equipment used, the notice shall include all offices and questions to be voted on at the election. The cost of this notice shall be shared §10.06(3)(e))