

# ACRC PARTY CANVASS RULES

At the Augusta County Gov't Center's Smith Room, Verona, VA, OR the alternate Victory Worship Center, Staunton, VA (if necessary), Saturday, May 20, 2023, from 10 AM to 2 PM

## Qualifications for Participation

All legal and qualified voters in Augusta County voting to nominate candidates for the Constitutional Office positions of Commonwealth Attorney, Sheriff, Clerk of the Circuit Court, Commissioner of the Revenue and Treasurer, and voters in the North River, Riverheads, South River, and Wayne Districts of Augusta County intending to vote for the Board of Supervisors positions in these mentioned districts, under the laws of the Commonwealth of Virginia regardless of race, religion, national origin or sex, who are in accord with the principles of the Republican Party and who, if requested, express in open meeting either orally or in writing as may be required, their intent to support all of its nominees for public office in the ensuing election, may participate as members of the Republican Party of Virginia in its mass meetings, party canvasses, conventions or primaries encompassing their respective election districts. In addition to the foregoing, to be in accord with the principles of the Republican Party, a person otherwise qualified hereunder shall not have participated in Virginia in the nomination process of a party other than the Republican Party in the last five years. A single exception to the above shall be approved for a voter that renounces affiliation with any other party in writing, and who expresses in writing that he/she is in accord with the principles of the Republican Party and intends, at the time of the writing, to support the nominees of the Republican Party in the future. A voter that utilizes the foregoing exception, and thereafter participates in the nomination process of a Party other than the Republican Party, shall not have the benefit of the exception as identified in this paragraph thereafter. Voters will be required to present a validly issued photographic identification and sign a written certification that they are in accord with the principles of the Republican Party as expressed in the Virginia Republican Creed and confirming their intent to support all its nominees for public office in future elections. No voter who refuses to present such photo identification or sign such certification will be permitted to vote.

## PARTY CANVASS RULES

1. Polls will open at 10 AM and close at 2 PM on Saturday, May 20, 2023, at the location outlined in the Call for the Party Canvass.
2. Voters not already in line, waiting to check in and cast their ballot, as of 2 PM local time shall not be permitted to do so. No proxies or absentee ballots are allowed at any time. No write-in votes will be counted.
3. The Secretary of the Augusta County Republican Committee shall appoint a **Canvass Chief** for the Constitutional Office elections, and for each BoS magisterial district who shall assign the positions and tasks to members of the Credentials Committee, the Teller Committee and supervise said members, and shall decide any question that may arise concerning the qualifications of a voter or eligibility to vote.
4. The Secretary of the Augusta County Republican Committee shall cause paper ballots to be prepared listing the names of all qualified candidates for the nomination who have properly filed as required in the Call for the Party Canvass. Ballot position shall be determined by lot under the supervision of the Executive Board of the Augusta County Republican Committee. The Secretary of the Augusta County Republican Committee shall distribute ballots and other materials to Canvass Chiefs on May 19 at the Augusta County Government Center, Verona, VA, or alternate location as defined in the Call notice. Canvass Chiefs shall sign a form indicating they have received the ballots and will take their Oath, which will be done by the Secretary.

5. A copy of these Party Canvass Rules, describing the photo ID and voter pledge requirements, shall be posted at the entrance to the polling location and in all voting stations.
6. Only the Credentials Committee, one designated observer from each candidate, and voters will be allowed inside the polling location during voting hours. Observers will not be allowed to touch ballots or any other material or to campaign, impede, or hinder or speak to voters inside the polling location, or hand out or wear anything that could be used to influence voters.
7. Outside of the polling location no one can campaign in any manner, impede voters or, pass out material within a 40-foot radius of the entrance to the polling location.
8. The Credentials Committee will check in each voter by first having the voter sign the required Voter Certification/Pledge form. Second, by matching the name and address on the photo ID presented by the voter against the (Registered Voter List (RVL) or database used) to verify the voter is indeed registered in Augusta County for the Constitutional Office positions, and the respective Board of Supervisors Magisterial District that they intend to vote in. If these 2 criteria are met, the voter shall be deemed qualified.
9. If the voter is qualified, as detailed in the previous section, the Credentials Committee will mark the voter registration list to indicate the voter is qualified. The voter will then be handed a ballot. The voter will mark his ballot and deposit it in the ballot box.
10. The Canvass Chief will assign someone to continuously observe the ballot box during the voting process to ensure only one ballot per qualified voter is placed in the ballot box. The ballot box will never be unattended.
11. If the voter cannot be located on the (Registered Voter List (RVL) or database used), they will be provided a ballot to be marked by the voter and sealed in an envelope labeled "Provisional Ballot" with the voter's name, last four digits of their social security number, address, and phone number. If the margin of victory, district-wide, is less than 1% of ballots cast, these ballots shall be reviewed at the Registrar's Office and counted, if they are deemed qualified, on the first business day following the Party Canvass. If the voter's ballot is not accepted, then the Party Canvass Chief will mail the voter the re-sealed envelope explaining the reason why their ballot was not accepted. Documentation of the mailed envelope will be kept for 60 days as part of the secure ballot storage.
12. If a ballot is spoiled by a voter and he requests a new ballot, both the voter and the member of the Credentials Committee in charge of the ballots shall sign the spoiled ballot and account for it as specified in the Ballot Security Rules. Then the voter is given a new ballot.
13. Voided ballots are those that vote for no one, for more than one, someone not on the ballot, an abandoned ballot, or it is impossible to determine the voter's preference and will be accounted for as specified in the Ballot Security Rules.
14. A ballot and a voter certification/pledge form shall be taken outside the polling location to any voter requesting curbside assistance by two members of the Credentials Committee after proper identification has been provided by the voter. After the voter has marked the ballot it will be placed face down in a folder, taken to the ballot box and cast by the members of the Credentials Committee without looking at the face of the ballot.
15. Cell phone use, photography, video, and streaming are not permitted in the room in which voting shall take place except as permitted by the Canvass Chief or his or her authorized agent.

16. The Canvass Chief at each location may appoint a Sergeant-At-Arms, and an appropriate number of Deputy Sergeant-At-Arms, who shall preserve order inside and outside the polling place. No person shall hinder, intimidate or interfere with any qualified voter so as to prevent the voter from casting a secret ballot. The Sergeant-At-Arms may order a person violating this rule to cease such action and, if such action continues, may remove such person from the polling place.
17. The Canvass Chief shall have the authority to resolve disputes and to exclude from the building anyone who in their discretion they deem to have violated any of these rules.
18. The candidate receiving the highest number of votes shall be elected the nominee of the Republican Party.

### **BALLOT COUNTING, CERTIFICATION, AND SECURITY RULES**

- a. Each candidate is authorized one observer in the polling location from the time set up begins until all votes are counted and certified.
- b. Each polling location should have a covered ballot box, in which to cast the ballots, located in a visible area. It should be opened before any ballots are cast to let everyone, including observers, see that there are no ballots in the box, it should then be sealed and it should not be opened for any reason until all ballots have been cast.
- c. Only one packet of fifty ballots should be open at any one time. The Credentials Committee shall count ballots and verify the count on the Ballot Log Sheet each time a new package of ballots is opened.
- d. As soon as the poll is closed and voting has been completed, the Teller Committees for the Constitutional Office positions, and in each Board of Supervisor magisterial district, shall immediately proceed to count the ballots and shall continue without adjournment until they declare the results of the Canvass. The Teller Committee shall remain inside the room in which the ballot box was unsealed until all ballots are counted. Once in the secure and locked room, the ballot box shall be unsealed under the observation of representatives of each campaign or each candidate, if present, and the Secretary of the Augusta County Republican Committee. At this point, ballot counting shall commence. The representatives or candidates shall in no way participate or hinder in the counting of ballots.
- e. The members of the Teller Committee shall, by majority vote, resolve all questionably filled-in ballots by determining the intent of the voter or, if such intent is unclear, by discarding the ballot and placing it in a separate envelope marked voided ballots.
- f. After opening the ballot box and counting the ballots, the cast ballots and voided ballots will be placed separately in an approximately 12"X15" envelope(s) and sealed with white duct tape.
- g. The vote tally for each candidate and tally of voided ballots will be written on the outside of the envelopes. All members of the Teller Committee and, if present the observers/candidates, will certify a true count by signing across the envelope onto the white duct tape. The Teller Committee members and observers/candidates are requested to take photos of the envelope showing the signatures and vote tallies.
- h. Unused and spoiled ballots will be counted and placed separately in an approximately 12"X15" envelope and sealed with the provided white duct tape. The tally of unused and spoiled ballots will be written on the outside of the envelopes.

- i. The tally for unused and spoiled ballots will be written on the outside of the envelopes and all Members of the Teller Committee and observers/candidates will certify a true count by signing across the envelope onto the white duct tape. The Teller Committee and observers/candidates are requested to take photos of the envelope showing the signatures and vote tallies.
- j. The envelope(s) containing the cast ballots will be placed within the ballot box used for voting along with the voter certification/pledge books and a record of who voted on the paper records.
- k. In the event that the margin of victory, for any Constitutional Office position or Board of Supervisor magisterial district, is less than 1% of ballots cast, there will be an automatic recount of the ballots.
- l. Once the vote is certified, if two or more candidates have an equal number of votes, the Teller Committee shall proceed publicly to determine by lot which of the candidates shall be declared elected, after those candidates have been notified and are allowed a reasonable opportunity to be present. Once the vote is certified and one candidate receives the simple majority of the votes cast then the Teller Committee shall proceed publicly to announce the declared elected Republican nominee for the Constitutional Office positions and the BoS magisterial district for the respective Party Canvass.
- m. The ballot box containing all of the envelopes and voting materials will be stored in a secure location for 60 days by the Augusta County Republican Committee Secretary, after which all Party Canvass voting materials shall be properly destroyed.