

**Moderator's Worksheet for State Special Primary Election
Reconciling Votes, Voters, and Ballots Cast**

DEMOCRATIC – January 21, 2014 STATE PRIMARY

It is the moderator's job to ensure that votes are accurately counted (RSA 659:60).

Town or City: _____ Ward: _____ County: _____

Moderator: _____
(please print name)

PART I.

The first part of the reconciliation process consists of *four separate tallies*: (A) Ballot Inventory, (B) Voter Participation Talled at Check-In, (C) Voter Participation Talled at Check-Out, and (D) Hand Count of Ballots Cast. Ideally, these *four counts should result in the same number* of ballots cast and voters participating (In the end, **TOTAL A = TOTAL B = TOTAL C = TOTAL D = TOTAL Count of Votes (from Part II)**). While we recognize that errors may occur which could result in small differences in the four Part I totals, Moderators are urged to *carefully consider* these tally numbers *before finalizing results* on primary election night.

A. DEMOCRATIC (“Dem.”) BALLOT INVENTORY

(1) Official Democratic Election Day Ballots Received from Secretary of State, excluding ACCUVOTE device test ballots
(You may enter this same number on the “*Moderator's Certificate*”) (1) _____

(2) SUBTRACT Spoiled (cancelled) Official Democratic Election Day Ballots
(You may enter this same Dem. number on the “*Label for Resealing Ballots*”) - (2) _____

(3) SUBTRACT Uncast (not used) Official Democratic Election Day Ballots
(You may enter this same Dem. number on the “*Label for Resealing Ballots*”) - (3) _____

(4) ADD Photocopy or absentee ballots **CAST** as Dem. Official Election Day Ballots + (4) _____
(These are the substitute ballots used when the polling place runs out of Election Day Ballots.)

(5) **Total Number of Dem. Ballots Cast by ELECTION DAY voters** (Calculate 1 through 4) =

(6) State Democratic Absentee Ballots Cast (6) _____

(7) ADD Federal and State Write-in Democratic Absentee Ballots Cast + (7) _____

(8) **Total Number of Democratic Ballots Cast by ABSENTEE voters** (ADD 6 and 7) =

(9) **Grand Total Number of Dem. Ballots Cast** (ADD boxes 5 + 8) = **TOTAL A--DEM**
(You may enter this same Democratic number on the “*Label for Resealing Ballots*”)

You may transfer numbers from the “*Ballots Cast*” form

B. DEMOCRATIC VOTER PARTICIPATION TALLIED AT CHECK-IN

Number of **DEMOCRATIC** voters *marked as having voted* on the **CHECK-IN** checklist
(ALL Election Day voters and ALL Absentee voters) = **TOTAL B--DEM**

C. DEMOCRATIC VOTER PARTICIPATION TALLIED AT CHECK-OUT

HAND COUNT CITIES OR TOWNS	<i>SPACE LEFT BLANK INTENTIONALLY</i>
Number of Democratic voters <i>marked as having voted</i> on the CHECK-OUT checklist (ALL Election Day and ALL Absentee voters)	
TOTAL C--DEM	<input style="width: 100px; height: 20px;" type="text"/>

D. HAND COUNT OF DEMOCRATIC BALLOTS CAST

You may hand count the total number of Democratic <u>ballots</u> cast.	TOTAL D – DEM <input style="width: 100px; height: 20px;" type="text"/>
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PART II. EXAMINATION OF INDIVIDUAL RACES IN THE DEMOCRATIC PRIMARY

Compare the ballots cast (**TOTALS A--DEM, B--DEM, C--DEM, and D--DEM**) from PART I of this form) with the total Democratic votes cast for executive council. If there are any significant discrepancies, please ask your election team to carefully review their tallies.

It is important to *resolve discrepancies on election night before announcing results* and avoid errors which, for example, may indicate more votes tallied in a particular contest than total ballots cast.

TALLY CATEGORY	TOTAL Votes, Voters, or Ballots Cast
TOTAL A--DEM <u>Ballot</u> Inventory <i>(from reverse side of this form)</i>	
TOTAL B--DEM <u>Voters</u> at Check-in <i>(from reverse side of this form)</i>	
TOTAL C--DEM <u>Voters</u> at Check-out <i>(this side of form)</i>	
TOTAL D – DEM Hand Count of <u>Ballots</u> <i>(from this side of this form)</i>	
TOTAL COUNT OF DEM. <u>VOTES</u> FOR INDIVIDUAL CONTESTS FOR EXECUTIVE COUNCIL	

These **five** numbers above **should all be equivalent**. Significant differences may indicate a tallying error.

Attest: _____
Signature of Moderator

Date: _____