

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

DEMOCRATIC – 2014 STATE PRIMARY

Moderators are required to submit this worksheet to their town or ward clerks within 48 hours of the closing of the polls (RSA 659:73). 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/Ballots Cast Tape, 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 Democratic Ballots cast using AVS (Accessible Voting System) + (4) _____
- (5) ADD Photocopy or absentee ballots **CAST** as Dem. Official Election Day Ballots + (5) _____
(These are the substitute ballots used when the polling place runs out of Election Day Ballots.)
- (6) **Total Number of Dem. Ballots Cast by ELECTION DAY voters** (Calculate 1 through 5) =
- (7) State Democratic Absentee Ballots Cast (7) _____
- (8) ADD Federal Office Only Democratic Absentee Ballots Cast + (8) _____
- (9) ADD other full Democratic Absentee Ballots Cast + (9) _____
- (10) **Total Number of Democratic Ballots Cast by ABSENTEE voters** (ADD 7, 8 and 9) =
- (11) **Grand Total Number of Dem. Ballots Cast** (ADD boxes 6 + 10) = **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

<p>HAND COUNT CITIES OR TOWNS</p> <p align="center">OR</p> <p>Number of Democratic voters marked as having voted on the CHECK-OUT checklist</p> <p><i>(ALL Election Day and ALL Absentee voters)</i></p> <p>TOTAL C--DEM <input style="width: 100px; height: 20px;" type="text"/></p>	<p align="center">MACHINE COUNT CITIES OR TOWNS</p> <p>Total Democratic Ballots Cast from the ACCUVOTE "Election Results Long Report" tape _____</p> <p>ADD Number of Democratic ballots that were NOT counted by the ACCUVOTE (<i>see Note below</i>) + _____</p> <p align="center">TOTAL C--DEM <input style="width: 100px; height: 20px;" type="text"/></p> <p><i>(Note: These ADDED ballots are ONLY those Democratic Ballots that were counted by hand and did NOT pass through the ACCUVOTE counting device. Do NOT include ballots that had write-in votes or ballots the ACCUVOTE accepted but treated as completely blank.)</i></p>
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D. HAND COUNT OF DEMOCRATIC BALLOTS CAST

<p>You may hand count the total number of Democratic ballots cast. TOTAL D – DEM <input style="width: 100px; height: 20px;" type="text"/></p>
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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 from the "*Return of Votes Spreadsheet, Examination of Individual Races*". 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/Ballots Cast Tape (<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 (<i>transfer number from "Return of Votes Spreadsheet, Examination of Individual Races" that reflects the consensus "office total" for individual contests.</i>)	

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

Attest: _____
Signature of Moderator

Date: _____