

# MODERATOR'S WORKSHEET FOR 2020 PRESIDENTIAL PRIMARY

## Reconciling Votes, Voters, and Ballots Cast

For Presidential Primary – REPUBLICAN/DEMOCRATIC PARTY (circle one)

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: \_\_\_\_\_ Clerk: \_\_\_\_\_

### PART I.

The first part of the reconciliation process consists of *four separate tallies*: (A) Ballots Cast (Inventory), (B) Voter Participation Tallied at Check-In, (C) Voter Participation Tallied 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 in Contests (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 election night.

#### A. BALLOT INVENTORY

(1) Official 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 Election Day Ballots  
(You may enter this same number on the "**Label for Resealing Ballots**") - (2) \_\_\_\_\_

(3) SUBTRACT Uncast (not used) Official Election Day Ballots  
(You may enter this same number on the "**Label(s) for Resealing Ballots**") - (3) \_\_\_\_\_

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

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

(6) State Absentee Ballots Cast (6) \_\_\_\_\_

(7) ADD Federal Office Only and State Write-In Absentee Ballots Cast + (7) \_\_\_\_\_

(8) ADD other full (UOCAVA) Absentee Ballots Cast + (8) \_\_\_\_\_

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

(10) **Grand Total Number of Ballots Cast (Using Inventory)** (ADD boxes 5 + 9) = **TOTAL A**   
(You may enter this same number on the "**Label(s) for Resealing Ballots**" **Note: Each box label should reflect the accurate number of all ballots contained within the box**)

#### B. VOTER PARTICIPATION TALLIED AT CHECK-IN

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

**C. VOTER PARTICIPATION TALLIED AT CHECK-OUT**

<u>HAND COUNT TOWNS ONLY</u>	<u>MACHINE COUNT CITIES/TOWNS ONLY</u>
<p>Number of <b>voters marked as having voted</b> on the <b>CHECK-OUT</b> checklist</p> <p><i>(ALL Election Day and ALL Absentee voters)</i></p> <p><b>TOTAL C =</b> <input style="width: 100px; height: 20px;" type="text"/></p>	<p>Total <b>Ballots</b> Cast from the ACCUVOTE election results tape _____</p> <p>ADD Number of ballots that were <b>NOT</b> counted by the ACCUVOTE <i>(see Note below)</i> + _____</p> <p align="center"><b>TOTAL C =</b> <input style="width: 100px; height: 20px;" type="text"/></p> <p><i>(Note: These ADDED ballots are ONLY those Ballots that were counted by hand and did NOT pass through the ACCUVOTE counting device. Do NOT include ballots simply because they had write-in votes.)</i></p>

**D. HAND COUNT OF BALLOTS CAST**

<p>You may hand count the total number of <b>ballots cast</b>. <b>TOTAL D</b>  <i>(Total number of ballots listed on your Label(s) for Resealing Ballots)</i></p>	<input style="width: 100px; height: 20px;" type="text"/>
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**PART II. VOTES IN CONTESTS IN THE PRESIDENTIAL PRIMARY ELECTION**

Compare the ballots cast (**TOTALS A, B, C, and D**) from PART I of this form) with the total **votes** cast from the “**Votes in Contests**”. 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.

<b>TALLY CATEGORY</b>	<b>TOTAL Votes, Voters, or Ballots Cast</b>
<b>TOTAL A – Ballots Cast (Using Inventory)</b> <i>(from Grand Total on reverse side)</i>	
<b>TOTAL B -- Voters at Check-in</b> <i>(from reverse side of this form)</i>	
<b>TOTAL C -- Voters at Check-out/Ballots Cast Tape</b> <i>(from this side of form)</i>	
<b>TOTAL D – Hand Count of Ballots</b> <i>(from this side of form)</i>	
<b>TOTAL COUNT OF VOTES in CONTESTS</b> <i>(GRAND TOTAL of Votes cast for President, from Candidates Return of Votes, as well as, write-in votes, blanks, undervotes and overvotes.)</i>	

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

Attest: \_\_\_\_\_  
 Signature of Moderator

Date: \_\_\_\_\_