

TALLYING PROCEDURE FOR THE PRIMARY

Suggested assignments — counting board duties.

1. One (1) clerk to read the voted ballots.
2. One (1) clerk to watch that the ballots are read correctly.
3. Two (2) clerks to record tally.

Procedure

1. Divide voted ballots into separate stacks by party and place judicial ballots into a separate stack. (Each stack thus separated will be read and tallied separately.)
2. Reading clerk reads from the voted ballot the candidates name after which the elector has placed a cross (X) or other mark sufficient to show the elector's intent. If a person votes by writing the name of a candidate on the ballot such act shall constitute a vote for the person's name that appears, without the necessity of placing a mark after the name written on the ballot. (34-1203, I.C.) See Guidelines for counting paper ballots on page 17 in the Manual for Judges and Clerks of Election.
3. After calling each ballot, the reading clerk should lay it face down to distinguish it from the uncounted ballots. After each batch of ballots is counted the ballots should be tied (by party) with string provided.
4. The two tally clerks will tally the vote in the appropriate tally books. When Republican votes are tallied, each tally clerk will have charge of a Republican tally book (EP-4). Thus, each vote cast is tallied by two members of the counting board in each of the Republican tally books. The same procedure is applicable to other parties and the judicial tally book. (Judicial tally book EP-3, Republican tally book EP-4, Democrat tally book EP-5)
5. As the candidate's name is called by the reading clerk, each clerk will place a short perpendicular line opposite the name of the candidate voted for. Every fifth vote for the same candidate shall be recorded by a horizontal line through the first four perpendicular lines. One of the clerks should clearly announce the fifth tally as the tallying proceeds.
6. The tally continues as long as the two tally clerks agree on the totals.
7. If there is any discrepancy, the cause must be identified and corrected before continuing with the tally.

