

## DATES TO REMEMBER

- March 17 Present Ordinances for Early Voting and Run-off Election Date
- March 3 By Resolution, the City Clerk shall recommend the number and polling place locations to the City Council. (at least 60 days prior to election)
- March 10 Campaign Treasurer Report (M2 due)
- March 23 Qualifying Begins (8:00 a.m. - 5:00 p.m.) M-F
- March 28 Qualifying Ends (8:00 a.m. - 12 noon)  
Scan & Email Candidate Loyalty Oaths Immediately to SOE  
  
(Sample Ballot Sent from SOE for Approval) After Qualifying ends
- April 6 Deadline for Voter Registration - General Election (29 days prior to election)
- April 8 SOE Sends Election Order Form for Clerk's Signature  
(arrives 30 days prior to election date)
- April 10 Campaign Treasurer Report (G1) Due (3/01/15 - 3/31/15)
- April 13 Advertise Sample Ballot (Display Ad)
- April 13 SOE - mailing of Absentee Ballots (Regular Election)  
(First the renewals, other requests on a daily basis, overseas within 48 hours)
- April 16 Deadline for candidate submission of Poll Watchers (Early Voting)
- April 20 Deadline for Voter Registration - Runoff Election (29 days prior to election)

April 20 Advertise Early Voting Site & Schedule - Send newspaper  
(no legal requirement, suggested as a courtesy)

TBA Ballot Opening Starts at SOE - Clerk to be Present

TBA Advertise Canvassing Board Schedule  
(no less than 40 hours prior to the L & A test date)

TBA Advertise Notice of Logistics & Accuracy Test  
(no less than 48 hours prior to the test date)

April 21 Deadline for Candidate submission of Poll Watchers (Election Day) (noon)

April 24 Campaign Treasurers Report Due (G2) 04/01/15-04/17/15

April 30 Last Day to Accept Contributions for Regular Election

TBA Logistics and Accuracy Test of Voting Equipment at SOE

April 29 Equipment delivery (early voting)

April 29 Deadline to receive AB Request (Regular Election)

April 30 Early Voting Begins (10:00 a.m. - 6:00 p.m.) in City Hall Lobby

May 1 Campaign Treasurer Report (G3) Due - 04/18/15-04/30/15

May 1 Early Voting (10:00 am - 6:00pm) in City Hall Lobby

May 2 Early Voting (2:00 p.m. - 6:00 p.m.) in City Hall Lobby

May 3 Early Voting ends (2:00 p.m. - 6:00 p.m.) in City Hall Lobby

May 4 AB Sent lists for delivery to precincts @ Monday set-up

May 4 Pre-count L&A Test to be used for Absentee, early voting & precinct ballots  
(Runoff Polling places)

- May 5 (Regular) Election Day - (7:00 a.m. to 7:00 p.m.)
- May 5 6:00 p.m. Canvassing Board Meets - Performing Arts Theater  
(City Clerk, City Manager, and City Attorney)  
AB's Opening & processing (as needed); tabulation; Unofficial Results provided
- May 6 Equipment pick-up
- May 8 Canvassing of Provisionals/Certification of Results/Post count - L&A test/Audit process starts