

# Q&A with the Elections Division

## January 31, 2024



# County Election Officer Responsibilities

- Order Signature Verification Committee, if applicable
  - Recommended Date to Issue Order – Friday, February 2, 2024
- Voter Registration Deadline
  - Last day to register to vote or make a change of address effective for the Tuesday, March 5, 2024 primary election. - Monday, February 5, 2024



# Voter Registration Deadline

- Recommended order of identification to determine whether or not an application should be considered to be timely. The dates that can be used in this consideration are:
  - **Applications Sent Directly to the County**
    - A postmark directly on the voter application or accompanying envelope.
    - The date written in by the applicant next to their signature.
    - If neither of these exist, then the date received by the voter registrar's office should be used.



# Voter Registration Deadline

- **Applications Sent from the Secretary of State's Office**
  - The date postmarked on the envelope sent to you by the Secretary of State's office.
  - If the date postmarked on an envelope sent to you by the Secretary of State's office is **after** the deadline, we will include a note stating that the applications were received on or before the deadline.



## Voter Registration Deadline

- **From a source other than the Secretary of State:**
- If the manila envelope bears a post office cancellation mark, then all of the voter registrations applications contained in the envelope should be treated as having been postmarked on the same day.
- If the manila envelope is unmarked and there is no indication as to when the envelope was sent, the voters may be treated as having registered on the date the applications were received.



# Possible Sources to Secure Election Workers

- Consider the following resources to secure additional election workers:
  - Consult with your party chairs
  - Consult local political subdivisions
  - Talk to appointed judges to provide recommendations of other individuals that can serve
  - Reach out to your entire pool of potential workers to determine availability
  - Consider student election clerks (see our [Student Election Clerks](#) page)
  - Recruit and train additional workers beyond what you project to need for an election
  - Don't forget about Section 32.051(b) of the Election Code



# Election Reporting Requirements

## Early Voting Rosters

- Early voting rosters for individuals voting by mail must be made available by **11:00 a.m. the day following the receipt** of the mail ballot by the early voting clerk.
- Submission of voting history **is required** each day that a mail ballot is **received**.
- Resource materials are available on the TEAM DocShare site.



## Early Voting and Election Day Ballots

- Under Section 85.0311, an early voting ballot must include the early voting clerk's initials on the back of the ballot.
  - This would include ballots by mail (ABBM and FPCA), as well as ballots that are cast during early voting in person.
- For election day ballots, there is a similar requirement under Section 62.008 that deals with the presiding judge's signature being placed on the back of those ballots.





# Notice of Election

- Tuesday, February 13, 2024
  - Last day for county clerk/elections administrator to post notice of the general primary election on the county's website.
  - If the county does not maintain a website, the notice must be posted on the bulletin board used for posting notice of meetings of the commissioners court.
  - See our election law calendar for required contents of the notice:  
[No.2023-21](#) - March 5, 2024 Primary Election Law Calendar and May 28, 2024 Primary Runoff Election Law Calendar



# Questions?

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