

TALLY SHEET FOR POST-ELECTION HAND COUNT AUDIT HASH COUNT

Office/Measure to be Hand Counted:	Date of Election:
Precinct Number (for EV by Mail):	
Polling Location (for EV In-Person and ED Voting):	

Printed Name of Caller: _____ **Name of EVBB Presiding Judge:** _____

Printed Name of Tallier: _____ Signature of EVBB Presiding Judge: _____

Printed Name of Tallier: _____

[illegible]

I hereby certify that the within and foregoing is a true and correct tally list kept by me for the above described Post-Election Hand Count Audit.

Printed Name of Tallier _____ **Signature of Tallier** _____ **Date:** ____/____/____ **Page:** ____ **of** ____

INSTRUCTIONS

Tally Sheet for a Post-Election Hand Count Audit – Hash Count

1. Maintain three original tally sheets. [Sec. 65.004, Tex. Elec. Code].
2. Each tally sheet must include:
 - Office/Measure to be counted
 - Date of Election
 - Precinct Number (for Voting by Mail)
 - Polling Location (for In-Person Early Voting or Election Day)
 - Printed Name of Caller and Talliers
 - Signature of Presiding Judge of the Early Voting Ballot Board
 - Signature of the Tallier
3. One member of the counting team shall examine each ballot and clearly announce the name of each candidate for whom a vote has been received or whether a vote has been received for or against a proposition. The other members of the counting team shall record the votes on the tally lists as they are announced. See the example below:

Candidate/ Proposition Choice	5	10	15	20	25	30	35	40	45	50
Candidate A										
Candidate B										
Undervotes										
Overvotes										

4. The counting team shall compare the tally lists periodically to determine whether discrepancies exist between them. If a discrepancy is discovered, the ballots shall be recounted and the necessary corrections shall be made on the lists. [65.005(b)]
5. For valid write-in votes for candidates whose names do not appear on the ballot, the name of the write-in candidate shall be entered on the tally list and the votes shall be tallied in the same manner as votes for a candidate whose name appears on the ballot. [65.008]
6. A member of a counting team may not be replaced after vote tallying is begun unless each existing discrepancy among the tally lists is corrected before the replacement is made. If a counting officer is replaced on a counting team after the tallying is begun, the officer to be replaced shall certify the accuracy of the list the officer has kept, as of the time of the replacement, by signing the list at that time. [65.006]
7. On completing the count, each member of the counting team assigned to tally votes shall compute the total number of votes tallied on the list the member has kept and enter the totals on the tally list. After verifying that the lists are in agreement, each counting officer shall sign the list that the officer has kept. [65.005(c)]
8. After counting concludes, the General Custodian of Election Records shall prepare the Summary and Certification of Post-Election Hand Count Audit Results Sheet (Form 14-11) using the completed tally sheets.