



## HENRICO COUNTY REPUBLICAN COMMITTEE



### **PARTY CANVASS RULES**

The Henrico County Republican Committee (“Committee”) of the Republican Party of Virginia (“Republican Party”), in accordance with and pursuant to its By-Laws and the State Party Plan of Organization of the Republican Party of Virginia (“State Party Plan”), hereby adopts these Rules for the conduct of the Party Canvass (“Canvass”) (“Rules”) made the subject of the Official Call for a Party Canvass issued July 25, 2018 (“Call of the Party Canvass”).

1. The Canvass shall be held at The Cultural Arts Center at Glen Allen, 2880 Mountain Road, Glen Allen, VA 23060 on August 16, 2018, from Noon to 7:00 p.m. local time. The purpose of the Canvass shall be to nominate a Republican candidate for the office of Supervisor of the Brookland Magisterial District on the Henrico County Board of Supervisors to be voted for in the special election on November 6, 2018 (“Special Election”). Voters not already in line to register to vote as of 7:00 p.m. local time shall not be permitted to vote.
2. This Canvass shall, to the extent applicable, be governed by and conducted in accordance with the following (giving precedence as listed): the State Party Plan, the Committee By-Laws, these Rules, and otherwise in accordance with the current edition of *Robert’s Rules of Order, Newly Revised*.
3. All voters shall meet the requirements as specified in the Call of the Party Canvass and in these Rules.
4. Only eligible voters duly registered by the Credentials Committee may vote. No proxies or absentee ballots are allowed at any time. No write-in votes will be counted.
5. Each person offering to vote shall present a valid photographic identification acceptable under Virginia law for purposes of voting in elections and must sign a statement certifying that they are in accord with the principles of the Republican Party as expressed in the Virginia Republican Creed and their intent to support all of its nominees for public office in the ensuing election (“Voter Certification”). No voter who refuses to present such identification or sign such certification will be permitted to vote.
6. The Chair of the Committee shall appoint (i) a Credentials Committee to register those persons who offer to vote and to observe voting tables and the ballot box during the voting and the Canvass generally, and (ii) a Tellers Committee to count the ballots once the poll is closed.
7. The Chair of the Committee may appoint a Chair of the Credentials Committee who shall serve as the Canvass Chief, shall assign the positions and tasks to members

- of the Credentials Committee and supervise said members, and shall decide any question that may arise concerning the qualifications of a voter or eligibility to vote.
8. During the time in which they are scheduled to work, the Credentials Committee members shall remain inside the room in which voting is conducted during the period in which voting takes place, subject to breaks permitted in the discretion of the Chair of the Credentials Committee.
  9. Candidates shall submit the names, addresses, phone numbers and email addresses of no more than two representatives of their respective campaigns to the Chair of the Committee on or before 5:00 p.m. on August 15, 2018. Those persons shall be deemed the Candidate Representatives for the respective campaigns for purposes of these Rules.
  10. No one except those present to vote will be allowed in the voting area without proper authorization. Candidates and Candidate Representatives shall not have any contact with voters or loiter or campaign in the room in which voting will take place. Campaigning shall not be permitted in the building in which the voting will be held. Up to two Candidate Representatives may be present in the voting area during the voting and then only to observe.
  11. Cell phone use, photography, video and streaming are not permitted inside the room in which voting will take place except as permitted by the Chair of the Credentials Committee or the Chair of the Committee.
  12. Curbside voting may be permitted for any qualified voter who age 65 or older or physically disabled and who specifically requests it. The Chair of the Credentials Committee shall handle and make determinations regarding all curbside votes. Voters who request curbside voting but who do not permit the Chair of the Credentials Committee to take their identification or other information deemed necessary by the Chair of the Credentials Committee inside the voting area to confirm their registration shall not be permitted to cast a vote. The Chair of the Credentials Committee will be permitted to take a paper ballot and a Voter Certification sheet or pad outside the polling place but within 150 feet of the entrance to the polling place to such voter. The voter shall mark the printed ballot in the presence of the Chair of the Credentials Committee but in a secret manner and, obscuring his/her vote, return the ballot to the Chair of the Credentials Committee. The Chair of the Credentials Committee shall immediately return to the polling place and shall deposit a paper ballot in the ballot container/ballot box.
  13. Any qualified voter who requires assistance to vote by reason of physical disability or inability to read or write may, if he/she so requests, be assisted in voting by someone other than a Candidate or Candidate Representative.
  14. No resolutions may be introduced or other Committee business will be conducted during the Canvass other than that necessary to implement the Canvass.
  15. The Chair of the Committee shall cause paper ballots to be prepared listing the names of all qualified candidates for the nomination who have properly filed as required in the Call for the Party Canvass. Ballot position shall be determined by

lot under the supervision of the Chair of the Committee. Candidates shall provide the Chair of the Committee their name in the form in which they wish it to appear on the ballot at the same time they submit their prefiling form as provided for in the Call for the Party Canvass, otherwise their name as shown on the prefiling form shall control.

16. If a person offers to vote and presents a valid photographic identification acceptable under Virginia law for purposes of voting in elections and the general registrar is not available or cannot state that the person is registered to vote within a reasonable time after the appearance of the voter at the poll, then such person shall be allowed to vote by printed ballot in the manner provided in this rule. Such person shall be given a printed ballot and shall write on an envelope the last four digits of their social security number, if any, and their full name including the maiden or any other prior legal name, date of birth, complete address, and signature. There will be no provisional ballot hearing. Provisional ballots that are not resolved by 8:00 p.m. on August 16, 2018, shall not be counted.
17. As soon as the poll is closed, the Tellers Committee shall immediately proceed to ascertain the vote given at the Canvass and shall continue without adjournment until they declare the results of the Canvass. The Tellers Committee shall remain inside the room in which voting was conducted until all ballots are counted. Candidate Representatives may observe the counting of ballots but may not themselves participate in the counting. Ballots shall then be placed in a secured container or containers and preserved and secured by the Chair of the Credentials Committee for at least thirty (30) days in the event of any challenge to the results.
18. The members of the Tellers Committee shall resolve all questionably filled-in ballots votes by either determining the intent of the voter or, if such intent is unclear, by discarding the ballot and secured as per the above. The Tellers Committee members will sign the statement of results for the Canvass and report the results to the Chair of the Committee.
19. The candidate receiving the highest number of votes shall be elected the nominee of the Republican Party. If two or more candidates have an equal number of votes and a higher number than any other person, or if there are only two candidates in the Canvass and they have an equal number of votes, the Tellers Committee shall proceed publicly to determine by lot which of the candidates shall be declared elected, after those candidates have been notified and are allowed a reasonable opportunity to be present.
20. The Chair of the Committee may appoint a Sergeant-at-Arms and an appropriate number of Deputy Sergeants-at-Arms who shall preserve order inside and outside the polling place. No person shall hinder, intimidate, or interfere with any qualified voter so as to prevent the voter from casting a secret ballot. The Sergeants-at-Arms or other security personnel may order a person violating this Rule to cease such action and, if such action continues, may remove such person from the polling place.

21. Anyone who prefiles to be a candidate for the nomination of the Republican Party for the Seat shall, by prefiling, be deemed to have accepted and agreed to these Rules.
22. Candidates and Candidate Representatives shall cooperate with the members of the Credentials Committee, the Tellers Committee, the Chair of the Credentials Committee and the Chair of the Committee.
23. The Chair of the Credentials Committee, as well as the Chair of the Committee, shall have the authority to resolve disputes and to exclude from the building anyone who in their discretion they deem to have violated any of these Rules.