

Directive 2005-03
January 26, 2005

To: Franklin County Board of Elections only

Pursuant to R.C. 3519.01(B)(1), a petition was filed in this office by persons seeking to file a referendum petition against Am. Sub. H.B. 1 of the 125th General Assembly (to revise the Campaign Finance Law). Enclosed are part-petitions which must be examined to determine the validity of the signatures. **Please read the following instructions carefully before you start your examination of the signatures.**

Checking the petitions: Each person who signs a petition paper must be a qualified elector of the county in which the petition paper was circulated *as of the date the petition is examined* by the board (R.C. 3519.15). If the part-petition contains signatures from another county, the part-petition is not invalid but only signatures from your county shall be counted and the signatures from outside your county are invalid. (R.C. 3519.10). A signature must be written in cursive on the petition if it is in cursive on the elector's registration record.

Returning the petitions: As soon as your certification of these part-petitions is complete, return the completed form and all valid and invalid part-petitions to this office. You must deliver these part-petitions back to this office either in person or by a method that provides tracking. You must review these part-petitions, complete the certification form and **have them back to this office by no later than 1:00 p.m. on Friday, January 28, 2005.**

If you have any questions concerning the handling of part-petitions or procedures to be followed, please contact the Elections Division at (614) 466-2585.

Sincerely,

J. Kenneth Blackwell

Enclosures

REPORTING FORM
(Initial Filing - R.C. 3519.01(B))

On behalf of the **Franklin County Board of Elections**, I hereby certify that we have examined the enclosed part-petitions. The number of valid and invalid signatures on the part-petitions for the initial filing of the Am Sub. H.B. 1 referendum petition is as follows:

	PETITIONS	SIGNATURES
1. Number of valid part-petitions	_____	
Number of valid signatures		_____
Number of invalid signatures		_____
2. Number of invalid part-petitions	_____	
Number of signatures on invalid part-petitions		_____
3. Total number of <i>part-petitions</i> received (valid and invalid)	_____	
4. Total number of <i>signatures</i> on part-petitions (valid and invalid)		_____

Signature _____
Director

Date

Keep a copy for your files

INSTRUCTIONS AND CODE SYMBOLS FOR VALIDATING SIGNATURES ON PETITIONS

Each signature must be individually examined. If a signature is valid, place a red check mark at the left margin beside it. After checking an entire part-petition, **write the number of valid signers** on the right side of the front page of each part-petition; **write the initials** of the board employee who checked the part-petition under the number.

If a signature is not valid, indicate what is wrong with it by using the following initials or, if no set of initials fits, an explanatory notation:

CIR	Circulator signed the part-petition he or she was circulating. (This invalidates the circulator's signature as a signer, but not the entire part-petition.)
DUP	"Duplication." The person has signed more than one part of the same petition.
ILL	"Illegible;" applies only if both the signature and address are unreadable, so that it is impossible to check the signature against a voter registration record.
NA	"No address." The signer must have entered his/her complete address: house number and street name or RFD, and the appropriate city, village, or township. Failure to provide the name of the county of residence is not fatal <i>if</i> board officials can determine the county from the other information given. The ward and precinct information is not required.
ND	"No Date." The petition does not indicate the date on which the signature was affixed. (However, acceptable are: month-date-year, month-date, date out of sequence with other signers' dates, ditto marks.)
NG	"Not Genuine." The signature on the petition does not appear to be the genuine signature of the person whose signature it purports to be, compared to the signature on file with the board of elections as of the date the board checks the petition; or signature is not in cursive if it is supposed to be.
NR	"Not Registered." The signer is not registered to vote. Each person who signs a petition paper must be a qualified elector as of the date the board examines the petition.
NRA	"Not Registered Address." The address provided on the petition paper is not the address on file with the board of elections as of the date the board examines the petition.
OC	"Other County." The signer is a resident of some other county. Do not cross out signature or address; instead, place code at left margin.
P	"Pencil." The signature was written using a pencil <i>other than</i> an indelible pencil.

If the number of signatures on a part-petition is **more than the number indicated** by the circulator, **the entire part-petition is invalid.**

When invalidating an entire part-petition, indicate the reason for rejection on the front of that part-petition and separate it from any valid part-petition. **Do not invalidate a part-petition solely for the reason that it does not contain any valid signatures; it is a valid part-petition, but it contains zero valid signatures.**

Finally, fill out the certification form and forward it, with the part-petitions, to the Secretary of State.