

I N S T R U C T I O N S A N D S U G G E S T I O N S

TO JUDGES AND CLERKS - ELECTION OF SOIL CONSERVATION DISTRICTS.

1. Open polls promptly at time advertised. 3:00 p.m. to 8:00 p.m.
2. If any judge or clerk is not present, those present may select any legal voter to serve as clerk or judge. (landowner preferred)
3. Official ballots will be furnished in sealed package stating plainly the number. The number voted and the number not used should be returned to the supervisor in separate packages but the total number in both should equal the number received.
4. Choose one judge to deliver all ballots to voters after writing his initials on the back of ballot, and receive the same after being marked by the voter.
5. The other judge should check names on list of landowners furnished for the polling district. If name is not on the list, require the voter to sign an affidavit of ownership and that he has not voted at any other polling place. Under this affidavit, any landowner may vote at any polling place. This affidavit should be signed or initialed by a judge. Absentee ballots can be cast in any polling place. Blank will be furnished.
6. He should also require any representative of a Corporation, Bank or Partnership, or legal representative such as Administrator, executor, guardian or agent to sign the proper affidavit. Blank will be furnished.
7. Only one vote is allowed for any title of landowner regardless of the number of parcels, whether corporation, individual, or individuals.
8. If different persons hold title jointly, only one can vote, regardless of number of farms.
9. If persons hold title jointly, and one or more of them holds title in his own name, he can vote as owner of his own land, and also as joint owner.
10. Absentee ballots may be cast in any polling place and affidavit be returned with other affidavits.
11. If husband and wife are known to be living together, either may vote, but not both, unless each owns land with title in his own name. If the one votes who is not title holder, the clerk should so vote on list of those voting.
12. The clerk will make a list of all voters, on the sheets marked for that purpose, and the number of names should agree with number of ballots voted. The names checked off the list plus the number of affidavits signed, should be the same number as votes cast.
13. Close the polls, as soon as all have voted after the time for closing. 8:00 p.m.
14. After last ballot is voted, make statement giving name of last voter, and judges and clerks sign.
15. After closing polls, open ballot box and count carefully each kind. Tally on reverse side of sheets of list of voters those for and against establishing a soil district; also ballots cast for each candidate for commissioner, and also give results of each in figures.
16. Fill out certificate giving number of votes cast, with those favorable and unfavorable, and number cast for each commissioner, and two judges and a clerk sign.
17. Promptly return ballot box with all ballots, certificates and supplies to the office of the County Agent.