

2018 WEST VIRGINIA ELECTION CALENDAR

Being an unofficial, modified version of the official election calendar issued by the West Virginia Secretary of State.

Numbers at the end of each entry indicate West Virginia Code and the Cumulative Supplement thereto, displaying Chapter, Article, and Section (as Code § ___-___-___)

PRIMARY ELECTION - MAY 8

- Jan 1 – May 2 Receive Application for Absentee Ballot from Military or Overseas Voter §3-3-5(b)
- Jan 10 – 25 Give Notice of Appointment of Ballot Commissioners § 3-1-19
- Jan 18 (D) Notice of Precinct Change § 3-1-7(b), 59-3-1 et seq.
- Jan 8 – 27 Candidate Filing Period §3-5-7, 3-5-8
- Jan 15 – 30 Appoint Ballot Commissioners § 3-1-19
- Feb 1 (S) **Submit List of Candidates & final Levies/Bonds via SVRS & Email to elections@casto-harris.com**
- Feb 7 (D) Deadline for Ordering Precinct Change § 3-1-7(b)
- Feb 7 Adopt Emergency Absentee Voting Policy § 3-3-5c(a)
- Feb 7 Petition for Suspension of Election Official § 3-1-28(c)
- Feb 7 Notice of Emergency Precinct Change §3-1-7(g), 59-3-1 et seq.
- Feb 9 (D) Executive Committees Fill Vacancies for Primary § 3-5-11
- Feb 13 (D) Executive Committee Chair Fills Vacancies for Primary (if necessary) § 3-5-11
- Feb 13 (D) Candidate Withdrawal Deadline § 3-5-11
- Feb 13 (D) Notice of Number of Election Officials & Emergency Absentee Voting Commissioners § 3-1-29(c)
- Feb 13 (D) Secretary of State Certifies and Posts List of Candidates § 3-5-9
- Feb 13 – May 2 Accept Applications for Absentee Ballot by Eligible Voters (Except Uniformed & Overseas Voters) § 3-3-5
- Feb 16 Secretary of State Certifies Candidates via Email to County Clerk §3-5-9 (via mail by February 27th)
- Feb 20 Drawing for Ballot Order @ 9:00 a.m. § 3-5-13a(B)(1)
- Feb 20 (S) **Submit FINAL & APPROVED List of Candidates in Draw Order to C&H via Email & fax**
- Feb 26 (D) Last Day Executive Committee May Fill Vacancies due to Candidate Withdrawal § 3-5-19
- Feb 27 Estimate Number of Absentee Ballots § 3-3-11(a)
- Feb 27 Death of Candidate; May Be Removed From Ballot by Ballot Commissioners at Request of Family § 3-5-11(b)
- Feb 27 (D) Election Official Nominations Filed § 3-1-30
- Feb 27 (S) **Absentee Ballots APPROVED for Printing**
- Feb 28 (D) Last Day Executive Committee Chair May Fill Vacancies due to Candidate Withdrawal § 3-5-19
- Mar 9 (D) Emergency Order for Precinct Change §3-1-7(g), 59-3-1 et. seq.
- Mar 13 (D) Notice Given for Number of Emergency Absentee Voting Commissioners Needed § 3-3-5c(b)
- Mar 20 (D) Election Officials and Alternates Appointed §3-3-5c
- Mar 20 (D) Write-In Candidate Filing Deadline (Nonpartisan Offices Only) § 3-6-4(a)
- Mar 23 Delivery of Absentee Ballots to County Clerk §3-3-11
- Mar 23 – May 2 Mail Absentee Ballots §3-3-5, 3-3-11 (May 3 for Applications Received May 2)
- Mar 31 – Apr 6 First Campaign Finance or Annual Report Due § 3-8-5, 3-8-5(b) CSR 146-3-8
- Mar 24 (D) Last Day to Conduct Approved Voter Registration Program for Eligible High School Students § 3-2-8
- Mar 27* (D) Notice of Appointment Mailed to Election Officials (*within seven days of appointment) § 3-1-30(h)
- Apr 3* (D) Election Officials Notify Clerk of Acceptance (*depends on date of appointment & notice) § 3-1-30(i)
- Apr 8 – May 1 Poll Worker Training § 3-1-46(c)
- Apr 12 – 18 Publish Sample Ballot for Early Voting in Local Newspaper(s) § 3-5-10, 59-3-1 et. seq.
- ASAP ☺ Delivery of Early Voting & Election Day Ballots (including media) to County Clerk

(D) DEADLINE (S) SUGGESTED

Please Email all ballot correspondence to elections@casto-harris.com

- Apr 17 (D) Voter Registration Deadline §3-2-6, 3-2-7
- Apr 17 (D) Publish Notice of Public Inspection of Ballots, Vote Recording Devices, ePoll Books, & Tabulating Equipment for Early Voting § 3-4A-13(b)
- Apr 18 (D) Notify commissioners of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment Readiness for Early Voting § 3-4A-13(a)
- Apr 20 (D) Public Inspection of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment for Early Voting § 3-4A-13(b) (1 inspection can be held for both EV and ED together OR they can be held separately if ED materials are not ready in time.)
- Apr 20 (D) Accept Voter Registration Card by Mail without Postmark § 3-2-6(b)
- Apr 23 (D) Correct Incomplete Applications for Voter Registrations § 3-2-6(b)(1)
- Apr 23 – 27 Pre-Primary Campaign Financial Reports Due § 3-8-5, 3-8-5(a), CSR 146-3-8
- Apr 23 – May 7 Last Minute Independ. Expenditures Reported § 3-8-2
- Apr 25 – May 5 **Early Voting in Person § 3-3-3 (including the last two Saturdays before Election Day)**
- Apr 29 (D) Publish Notice of Public Test of Ballots, Vote Recording Devices, ePoll Books, & Tabulating Equipment for Election Day § 3-4A-26(a)
- Apr 30 (D) Publish Notice of Inspection of Ballots, Vote Recording Devices, ePoll Books, & Tabulating Equipment for Election Day § 3-4A-13(b)
- May 1 (D) Notify commissioners of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment Readiness for Election Day §3-4A-13(a)
- May 1 – 3 Public Test and Inspection of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment for Election Day § 3-4A-13a, 3-4A-26a, 59-3-1 et. seq.
- May 1 – 7 Publish Official List of Candidates or Sample Ballot for ED in Local Newspaper(s) § 3-5-10, 59-3-1 et. seq.
- May 1 – 7 Instructional Program make-up Session § 3-1-46(c)
- May 1 – 8 Receive Requests for Emergency Absentee Ballot (until Noon on Election Day) § 3-3-1(c), 3-3-5c(d)
- May 2 (D) Deadline for Absentee by Mail Application § 3-3-5(b)(1)
- May 7 (D) Deadline for Hand-Delivered Absentees § 3-3-5(k)
- May 7 (D) Election Commissioners Receive/Pick up Supplies § 3-1-24, 3-4A-13(f)
- May 7 Special Delivery of Election Supplies (if needed) § 3-1-25
- May 8 **PRIMARY ELECTION DAY**
Polls Open 6:30 am – 7:30 pm § 3-1-31, 3-5-1
- May 8 Post Summary Results (not precinct detail) § 3-4A-27(e)
- May 9 Absentee Ballots without Postmark Accepted § 3-3-5
- May 14 Absentee Ballots Postmarked by Election Day Accepted (before Canvass Convenes) § 3-3-5, 3-5-17
- May 14 **Canvass Returns & declare results § 3-5-17, 3-6-9**
- May 16* Certify Results § 3-5-17, 3-6-9(a)(8)(A) (*48 hours after Declaring if no Recount is Requested)
- May 21 – Jun 18 Post-Primary Election Financial Statement Filing Period § 3-8-5, CSR 146-3-8
- Jun 7 (D) Transmit Certificates of Results to SOS § 3-5-17, 3-5-18
- Jun 8 (S) Rest momentarily before General Election cycle ☺

(S) SUGGESTED BALLOT APPROVAL GUIDELINES FOR TIMELY DELIVERY

BALLOTS SHOULD BE APPROVED Within 5 Days of Initial Receipt
CORRECTIONS SHOULD BE APPROVED Within 3 Days of Receipt

FILING FEES SCHEDULE		COMPUTATION OF TIME
U.S. Senate	\$1,740	"If any applicable provision of this code or any legislative rule or other administrative rule or regulation ... designates a particular date on, before or after which an act, event, default or omission is required or allowed to occur, and if the particular date designated falls on a Saturday, Sunday, legal holiday or designated day off, then the date on which the act, event, default or omission is required or allowed to occur is the next day that is not a Saturday, Sunday, legal holiday or designated day off." (§2-2-1(e)) "When a proceeding is directed to take place or any act to be done on any particular day of the month or within any period of time prescribed or allowed ... if that day or the last day falls on a Saturday, Sunday, legal holiday ... the next day that is not a Saturday, Sunday, legal holiday ... shall be deemed to be the one intended ..." (§2-2-2(a))
U.S. House	\$1,740	
State Senate	\$ 200	
House of Delegates	\$ 100	
State Executive Committee	\$ 20	
Greater Huntington Park & Rec. Dist.	\$ 10	
County Commissioner (C10 – C1)	\$ 222 - \$414	
Con. Dist. Executive Committee	\$ 5	
Sen. Dist. Executive Committee	\$ 5	
Del. Dist. Executive Committee	\$ 5	
County Executive Committee	\$ 10	
Board of Education	\$ 25	
Conservation District Supervisor	\$ 10	

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A SMALL, THANKFUL WEST VIRGINIA COMPANY



See Reverse Side for General Election

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GENERAL ELECTION NOVEMBER 6

- | | |
|---|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Jul 9 (D) Notice of Precinct Change § 3-1-7(b), 59-3-1 et seq. <input type="checkbox"/> Aug 1 (D) Deadline for No Party Organization/Unaffiliated Candidates to File Nominating Petitions, Certificate of Announcements and Pay Filing Fee §3-5-23, 3-5-24 <input type="checkbox"/> Aug 1 – 21 Special Filing Period for Board of Education Vacancy Occurring after Close of Filing for Primary Election §3-5-19(c) <input type="checkbox"/> Aug 8 (D) Notice of Emergency Precinct Change & Deadline for Ordering Precinct Change §3-1-7(g), §3-1-7(b), 59-3-1 et seq. <input type="checkbox"/> Aug 8 (D) Adopt Policy Extending Medical Emergency Absentee Voting § 3-3-5c(a) <input type="checkbox"/> Aug 8 Petition for Suspension of Election Official § 3-1-28(c) <input type="checkbox"/> Aug 9 (S) Submit List of Candidates & final Levies/Bonds via SVRS & Email to elections@casto-harris.com <input type="checkbox"/> Aug 14 (D) Last Day for Candidate to Withdrawal §3-5-11 <input type="checkbox"/> Aug 14 (D) Notice of Number of Election Officials & Emergency Absentee Voting Commissioners § 3-1-29, 3-3-5c <input type="checkbox"/> Aug 14 – Oct 31 Application for Absentee Ballot by Mail Accepted from All Voters §3-3-1(b)(3), 3-3-5(b)(1) <input type="checkbox"/> Aug 20 (D) Executive Committee Fills Vacancies § 3-5-19(a)(4) <input type="checkbox"/> Aug 22 (D) Executive Committee Chair Fills Vacancies §3-5-19 <input type="checkbox"/> Aug 22 – 27 Secretary of State Certifies Candidate Names to County Clerks §3-5-18, 3-6-2 <input type="checkbox"/> Aug 28 (D) Drawing for Ballot Order @ 9:00 a.m. §3-6-2(d)(2) <input type="checkbox"/> Aug 28 (D) Estimate Number of Absentee Ballots § 3-3-11 <input type="checkbox"/> Aug 28 Election Official Nominations Filed §3-1-30(a)(4) <input type="checkbox"/> Aug 28 (S) Submit FINAL & APPROVED List of Candidates in Draw Order to C&H via Email & fax <input type="checkbox"/> Sep 7 (D) Emergency Order to Change Precincts §3-1-7(g), 59-3-1 et. seq. <input type="checkbox"/> Sep 7 (S) Death of Candidate; Name may be Removed from Ballot by Ballot Commissioners at Request of Family if Ballots are not yet Printed §3-5-11(c) <input type="checkbox"/> Sep 7 (S) Absentee Ballots APPROVED for Printing <input type="checkbox"/> Sep 11 (D) Notice of Number of Sets of Emergency Absentee Voting Commissioners Needed §3-3-5c(b) <input type="checkbox"/> Sep 18 (D) Election Officials and Alternates Appointed §3-1-30, 3-3-5c, 3-4A-14 <input type="checkbox"/> Sep 18 (D) Write-In Candidate Filing Deadline §3-6-4(a) <input type="checkbox"/> Sep 21 (D) Delivery of Absentee Ballots to County Clerk §3-3-11 <input type="checkbox"/> Sep 21 – Oct 31 Mail Absentee Ballots §3-3-5 (November 1 for applications received October 31) <input type="checkbox"/> Sep 24 – 28 First General Campaign Finance Report Due §3-8-5, 3-8-5a, CSR 146-3-8 <input type="checkbox"/> Sep 25 (D)* Notice of Appointment Mailed to Election Officials (*within seven days of appointment) §3-1-30 <input type="checkbox"/> Oct 2* (D) Election Officials Notify Clerk of Acceptance & Vacancies Filled §3-1-30 (*depends on date of appointment & notice) <input type="checkbox"/> Oct 7 (D) Poll Worker Training §3-1-46(c), 3-4A-14 <input type="checkbox"/> Oct 11 – 17 Publish Sample Ballot for Early Voting in Local Newspaper §3-6-3, 59-3-1 et. seq. <input type="checkbox"/> Oct 15 (D) Last Day Vacancy Caused by Death of Candidate Can Be Filled by Appointment §3-5-19(a)(7) <input type="checkbox"/> ASAP ☺ Delivery of Early Voting & Election Day Ballots (including media) to County Clerk | <ul style="list-style-type: none"> <input type="checkbox"/> Oct 16 (D) Voter Registration Deadline §3-2-6, 3-2-7 <input type="checkbox"/> Oct 16 (D) Publish Notice of Public Inspection of Ballots, Vote Recording Devices, ePoll Books, & Tabulating Equipment for Early Voting § 3-4A-13b <input type="checkbox"/> Oct 17 (D) Notify commissioners of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment Readiness for Early Voting § 3-4A-13(a) <input type="checkbox"/> Oct 19 (D) Public Inspection of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment for Early Voting § 3-4A-13 (1 inspection can be held for both EV and ED together OR they can be held separately if ED materials are not ready in time) <input type="checkbox"/> Oct 19 Accept Voter Registration Card by Mail without Postmark §3-2-6(b)(2)(A) <input type="checkbox"/> Oct 22 Correct Incomplete Applications for Voter Registrations §3-2-6(b)(1) <input type="checkbox"/> Oct 22 – 26 Pre-General Election Financial Reports Due §3-8-5, 3-8-5a, CSR 146-3-8 <input type="checkbox"/> Oct 22 – Nov 5 Last Minute Independ. Expenditures Reported §3-8-2 <input type="checkbox"/> Oct 24 – Nov 3 Early Voting in Person §3-3-3 (including the last two Saturdays before Election Day) <input type="checkbox"/> Oct 28 (D) Publish Notice of Public Test of Ballots, Vote Recording Devices, ePoll Books, & Tabulating Equipment for Election Day § 3-4A-26(a) <input type="checkbox"/> Oct 29 (D) Publish Notice of Inspection of Ballots, Vote Recording Devices, ePoll Books, & Tabulating Equipment for Election Day § 3-4A-13(b) <input type="checkbox"/> Oct 30 (D) Notify commissioners of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment Readiness for Election Day § 3-4A-13(a) <input type="checkbox"/> Oct 30 – Nov 1 Public Test and Inspection of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment for Election Day § 3-4A-13a, 3-4A-26a, 59-3-1 et. seq. <input type="checkbox"/> Oct 30 – Nov 5 Publish Official List of Candidates or Sample Ballot for ED in Local Newspaper(s) §3-6-3, 59-3-1 et seq. <input type="checkbox"/> Oct 30 – Nov 5 Instructional Program make-up Session §3-1-46(c), 3-4A-14 <input type="checkbox"/> Oct 31 – Nov 6 Receive Requests for Emergency Absentee Ballot (until Noon on Election Day) §3-3-1(c)(2), 3-3-5c(d) <input type="checkbox"/> Oct 31 (D) Deadline for Absentee by Mail Application §3-3-5(b)(1) <input type="checkbox"/> Nov 1 (D) Write-In Candidate Filing Deadline in Case of Death or Disqualification of Candidate §3-6-4a(c)(3) <input type="checkbox"/> Nov 5 (D) Deadline for Hand-Delivered Absentees §3-3-5(k) <input type="checkbox"/> Nov 5 (D) Election Commissioners Receive/Pick up Supplies §3-1-24, 3-4A-13(f), 3-5-14 <input type="checkbox"/> Nov 5 Special Delivery of Election Supplies (if needed) §3-1-25 <input type="checkbox"/> Nov 6 GENERAL ELECTION DAY Polls Open 6:30 am – 7:30 pm §3-1-31 <input type="checkbox"/> Nov 6 Post Summary Results (not precinct detail) § 3-4A-27(e) <input type="checkbox"/> Nov 7 Absentee Ballots without Postmark Accepted §3-3-5 <input type="checkbox"/> Nov 12 Absentee Ballots Postmarked by Election Day Accepted (before Canvass Convenes) §3-3-5 <input type="checkbox"/> Nov 12 Canvass Returns & declare results § 3-5-17, 3-6-9 <input type="checkbox"/> Nov 14* Certify results § 3-5-17, 3-6-9(a)(8)(A) (*48 hours after Declaring if no Recount is Requested) <input type="checkbox"/> Nov 19 – Dec 17 Post-General Election Financial Statement Filing Period §3-8-5, 3-8-5a, CSR 146-3-8 <input type="checkbox"/> Dec 6 (D) Transmit Certificates of Results to SOS §3-6-11 <input type="checkbox"/> Jan 1 (S) Enjoy the "off election year" ...<i>hopefully</i> ☺ <input type="checkbox"/> Mar 6 (D) Voter History Records Entered into SVRS §3-2-18(e) <input type="checkbox"/> Mar 30 – Apr 5 Annual Financial Statement Filing Period §3-8-5; CSR 146-3-8 |
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See Reverse Side for Primary Election