

# 2023

# Indiana

# Election Calendar

*Election Administrator's Edition*



Published by the  
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# 2023 INDIANA ELECTION CALENDAR

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This calendar is designed to serve as a comprehensive listing of election-related dates set forth in Indiana statutes. Although the Election Division staff has taken every effort to ensure the accuracy of the information in this publication,

**WHERE YOUR LEGAL RIGHTS ARE INVOLVED,  
DO NOT RELY ON THIS CALENDAR.  
INSTEAD, REVIEW THE LAW YOURSELF OR CONSULT  
YOUR ATTORNEY**

## GENERAL RULES ABOUT USING THIS CALENDAR

**DATES IN THIS CALENDAR ARE SUBJECT TO CHANGE  
BY THE 2023 SESSION OF THE INDIANA GENERAL ASSEMBLY**

This publication lists election dates from December 2022 through March 2024. The Indiana Code ("IC") citations included in this publication are current as of October 26, 2022.

If an election law specifies a final date for a particular filing, but no final hour of that day, the final hour for filing is **NOON**, prevailing local time (IC 3-5-4-1). Prevailing local time is determined by reference to the location where the filing is required to be made. Every date appearing in this calendar must be read as having a **noon deadline** for the filing, unless another time is specifically stated. *See also IC 3-5-2-24.5 to determine when a "filing" is considered completed.*

Whenever the election code requires that a legal action be taken at the office of the **Indiana Secretary of State, Indiana Election Division, a circuit court clerk, or a political subdivision**, and the **final day for performing the action falls on a day or at a time when the office is not open to conduct public business (or the office is open, but it is a state holiday under IC 1-1-9)**, the legal action may be performed on the **next day** that the office is open for public business **OR**, if the action to be performed is receiving a **filing**, through noon of the next day that the office is open for public business. (IC 3-5-4-1.5)

Please note: the 45-day deadline date to mail absentee ballots by mail will fall on a Saturday; however, this deadline does not roll over to the following Monday. Instead, counties may mail absentee ballots earlier than the deadline date in order to comply with federal and state law.

However, this rule does **not apply** to a legal action that must be taken by an individual or organization which is not a government office or officer for a political subdivision, such as the county chairman of a political party, or a meeting of the county organization of a political party. These legal actions must be taken no later than the date and time specified, even if the deadline falls on a Saturday, Sunday, or other holiday under IC 1-1-9.

A "county voter registration office" refers to a circuit court clerk, a board of registration, the Lake County board of elections and registration, the Tippecanoe County board of elections and registration, or the Porter County board of elections and registration (IC 3-5-2-16.2).

## OFFICES ON THE BALLOT

In 2022, Indiana voters will elect individuals to serve in the following offices:

- City offices, such as mayors, members of a city-county council, members of a city common council, city clerk, clerk-treasurers, and city judges; and
- Town offices, such as town council members, town clerk-treasurers and town judges, except those town offices elected in a general election year.

## CALENDAR DESIGNATIONS

The following designations are used throughout this publication to indicate the nature of certain filing dates and deadlines:

<b>ABS</b>	Indicates dates associated with absentee voting.
<b>CFA</b>	Indicates dates associated with campaign finance.
<b>CAN</b>	Indicates dates associated with candidates.
<b>VR</b>	Indicated dates associated with voter registration.

“**SVRS**” refers to the statewide voter registration system (meaning, the “computerized list” established under IC 3-7-26.3).

## FORMS

Where applicable, following the Indiana Code citation at the end of a calendar entry is a reference to the relevant Indiana state form. For example: Wednesday, January 4, 2023, is the first day an individual may file a declaration of candidacy for primary nomination. The state form for this filing is the CAN-42 form.

**NOTE:** IC 3-5-4-8 provides, in relevant part:

“Except as provided in subsection (e) [which concerns certain “grandfathered” forms]... **a person must use the most recent version of the form approved by the election division to comply with [the election law].**”

If you are uncertain whether you have the most recent version of an approved form, contact the Indiana Election Division for information.

**NOTE:** IC 3-5-4-1.7 provides:

“Except as otherwise expressly authorized or required under [the Indiana Election Code], a filing by a person with a commission, the election division, or an election board **may not be made by fax or electronic mail.**”

There are some exceptions to this general rule involving campaign finance filings. If you are uncertain whether a filing may be made by fax or electronic mail, contact the Indiana Election Division for information.

**NOTE:** IC 3-5-4-1.9(a) provides:

“Except as otherwise provided in [the election code], the election division, an election board, a circuit court clerk, a county voter registration office, or any other official responsible for receiving a filing under this title **may not receive a filing that is offered to be filed after a deadline for the filing provided by [the Indiana Election Code].**”

There are some exceptions to this general rule involving campaign finance filings and voter registration applications. If you are uncertain whether a filing may be made after a deadline provided in statute, contact the Indiana Election Division for information.

**NOTE:** IC 3-5-4-1.7(b) provides:

“**A petition of nomination** filed with a county voter registration office under IC 3-8-2, IC 3-8-3, or IC 3-8-6 or a petition to place a public question on the ballot may not contain the electronic signature, digital signature, digitized signature, or photocopied signature of a vote.”



# DECEMBER 2022

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## THURSDAY, DECEMBER 1, 2022

**DEADLINE** for the Indiana Election Division to send a campaign finance delinquency notice to candidates' committees for a statewide office on the 2022 general election ballot that failed to file a pre-election report on November 1, 2022. (IC 3-9-4-14(a)(2)(A))

**VR** **Voter Registration Begins.** First day after the general election that an individual may register to vote. (IC 3-7-13-10)

**ABS** First day the circuit court clerk or Lake, Porter, or Tippecanoe County boards of election and registration may receive absentee applications from most voters for the 2023 primary election. (IC 3-11-4-3) **STATE FORMS: ABS-MAIL, ABS-TRAVELING BOARD, ABS-IN PERSON, ABS-ATTORNEY GENERAL**

**VR** First day for county voter registration office to register certain absent uniform services voters who registered after the close of registration but did not vote in the primary election. (IC 3-7-36-14)

First day that a county voter registration office can dispose of voter registration declinations from full service agencies and lists of names and addresses of voters who were sent notices under the voter list maintenance program or information concerning whether a voter has responded to a voter list maintenance document received by the county voter registration office on or before December 1, 2020. (IC 3-7-27-6)

First day that the Indiana Election Division, a county election board, or the Lake, Porter, and Tippecanoe boards of elections and registration are not required to retain campaign finance reports filed in those offices for elections in 2018 and previous years, except for judicial offices. (IC 3-9-4-6)

First day that a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration is not required to retain campaign finance reports filed in those offices by candidates for local judicial offices elected to a term of six (6) years for elections in 2016. (IC 3-9-4-6)

## SATURDAY, DECEMBER 3, 2022

**DEADLINE**, by noon, for a voter to bring a civil action to require a circuit court clerk or the Lake and Porter County Election Directors to correct an error in the certification of the vote for a candidate or on a public question. *NOTE: This deadline does not apply to a correction resulting from a recount petition.* (IC 3-12-5-15)

## TUESDAY, DECEMBER 6, 2022

**DEADLINE**, by noon, for the governor to prepare a commission for a candidate elected as a to a statewide office, a judicial office or for prosecuting attorney. Immediately upon completion of the commission, the governor shall deliver the commission to the Indiana Election Division and the division will forward the commission to the elected candidate. (IC 3-12-5-8(b)) (See *December 13, 2022, for related entry*)

**MONDAY, DECEMBER 12 TO WEDNESDAY, DECEMBER 14, 2022**

2023 Indiana Election Administrators' Conference

**TUESDAY, DECEMBER 13, 2022**

**DEADLINE**, for the Indiana Election Division to forward the commission prepared by the governor for a candidate to a statewide office (other than governor or lieutenant governor, or to a judicial office, at the address set forth in the candidate's declaration of candidacy. (IC 3-12-5-8(b))

**TUESDAY, DECEMBER 20, 2022**

**DEADLINE** for the state recount commission to complete a recount or contest concerning a state legislative office. The commission may adopt an order extending the deadline for completion of a recount or contest to a date specified in the order if the commission finds good cause to do so. Not later than seven (7) days after the commission completes a recount, the Indiana Election Division shall prepare certified statements showing the result and submit one copy of the statement to the candidate who received the most votes and one copy to the presiding officer of the appropriate chamber of the Indiana general assembly. (IC 3-12-11-21)

**WEDNESDAY, DECEMBER 21, 2022**

**DEADLINE** for a local recount commission to complete a recount for a local office or a school board office unless the court extends the date after finding good cause to do so. (IC 3-12-6-21.9)

**FRIDAY, DECEMBER 23, 2022**

**Washington's Birthday (observed)** Indiana Election Division closed

**MONDAY, DECEMBER 26, 2022**

**Christmas Day (observed)** Indiana Election Division closed

**SATURDAY, DECEMBER 31, 2022**

**CFA** End of annual campaign finance reporting period and post-election campaign finance reporting periods for 2022. (IC 3-9-5-6(e); IC 3-9-5-9; IC 3-9-5-10)

A resolution adopted by a county election board or the Lake, Porter, or Tippecanoe County board of elections and registration to omit the appointment of poll clerks and sheriffs in certain precincts expires. (IC 3-6-6-38)

A resolution adopted by the county election board or the Lake, Porter, or Tippecanoe County board of elections and registration to locate the polls for a precinct at the polls of an adjoining precinct, using the precinct election board of the adjoining precinct, expires. (IC 3-11-8-4.3)

A resolution adopted by the county election board or the Lake, Porter, or Tippecanoe County board of elections and registration providing that an inspector may serve as inspector for more than one precinct at a shared polling location expires. (IC 3-6-6-38.5)

**DEADLINE** for fiscal body of a political subdivision (county council, township board, town council, school board) to break a tie vote when there is a tie vote for a local office. If a tie vote has occurred for more than one at large seat, the fiscal body breaks the tie by electing the number of persons needed to fill each at large seat. (IC 3-12-9-4)



## **SATURDAY, DECEMBER 31, 2022**

**DEADLINE** for a meeting of the board of county commissioners to be held to determine which incumbent township board members shall hold office for another four-year term under Article 15, Section 3 of the Constitution of Indiana when fewer candidates have been elected for the township board than there are seats on the board to be elected. (IC 3-13-10-6.5)

**DEADLINE** for a town council in a town which elects town council members in the 2022 general election to determine which incumbent "at large" town council members will serve an additional four-year term as "holdover" members under Article 15, Section 3 of the Constitution of the State of Indiana when fewer "at large" members were elected at the November 8, 2022, general election than the number of at large town council seats to be elected. (IC 3-13-9-5.6)

**DEADLINE** for a township board to adopt a resolution to provide for staggered terms of its 3 members. Applies to a township outside of Marion County. (IC 36-6-2.3)

**DEADLINE** for the members of the school board to determine which of the incumbent members will continue to serve as a holdover if not enough candidates file to run for election to positions of school board. (IC 20-23-4-30; IC 20-26-4-4)

The certification to market, sell, lease, or provide an electronic pollbook for use during an election conducted in Indiana that was approved by the Secretary of State in 2020 expires. (IC 3-11-18.1-12)

**DEADLINE** for a county executive, county fiscal body, school corporation, or municipality to complete redistricting from the 2020 decennial census if redistricting was not already completed by March 1, 2022. (IC 3-5-10-7)

**DEADLINE** for town council to adopt an ordinance to provide for the election of town council members to "staggered terms" in the 2023 municipal election, if the town is otherwise permitted to do so under state law. (IC 3-10-6-2.5; IC 3-10-7-2.5)

**DEADLINE** for a town council in a town with a population of less than 3,500 to adopt, or repeal, an ordinance to provide for the election of town legislative body members, clerk-treasurer, and judge to be held during general elections or municipal elections, or both, but not in a year following a year in which a presidential election is held. The ordinance must provide that at least two (2) town officers shall be elected in each year of the town election cycle. The ordinance may provide for all town officers to be elected at the same election. The ordinance may not be repealed earlier than twelve (12) years after an ordinance is adopted and the ordinance may be repealed only in a year preceding a municipal election held at the time described in IC 3-10-6-5. (IC 3-10-7-2.9)

**DEADLINE** for a city council in a city with a population of less than 3,500 or a town council in any town (except for any city or town the is located wholly or partially in Marion County) to adopt an ordinance providing that each elected office of the municipality is to be elected in an even-numbered year. (IC 3-10-6.5-3)

**DEADLINE** for a town council in a town that did not have a town election in 2022 but elects town council members in 2023 to adopt an ordinance abolishing town legislative body districts. (IC 36-5-2-4.1)



# JANUARY 2023

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SUNDAY, JANUARY 1, 2023

**CFA** Beginning of 2023 campaign finance reporting periods. (IC 3-9-5-10)

First day of term for an individual elected to the following offices in the 2022 general election: secretary of state, auditor of state and treasurer of state. (IC 3-10-2-7; IC 4-5-1-1; IC 4-7-1-1; IC 4-8.1-2-4).

First day of term for an individual elected as county commissioner, county council member, county assessor, and township trustee, and township board member elected in the 2022 general election. (IC 36-2-2-3; IC 36-2-3-3; IC 36-6-6-2)

First day of term for individuals elected as judge, prosecuting attorney, clerk of the circuit court or other county office commissioned by the governor in the 2022 general election. (IC 3-10-2-11; IC 3-10-2-12; IC 3-10-2-13; IC 36-2-15-2)

Beginning at noon, first day of term for an individual elected as a town council member, town clerk-treasurer or as a judge of a town court in 2022. (IC 36-5-2-3; IC 36-5-6-3; IC 33-10.1-3-1.1)

**First day of term of individuals elected as a school board member in the 2022 general election except as otherwise provided in the school corporation's organizational plan. (IC 3-5-4-11; IC 20-23-4-30; 20-23-7-8.1; IC 20-23-12-8; IC 20-23-14-8; IC 20-23-17-4; IC 20-23-17.2-8; IC 20-25-3-4)**

First day of term for an individual appointed as a member of a county board of voter registration. (IC 3-7-12-10)

A resolution adopted by the county election board to establish satellite absentee voting facilities expires. (IC 3-11-10-26.3)

**DEADLINE** for a town council in a town with a population of less than 3,500 and conducting elections in 2023 to adopt an ordinance providing for a town primary for major party candidates (otherwise major party candidates will nominate their candidates by town convention). (IC 3-8-5-2; IC 1-1-9-1(c))

**ABS** First day a military or overseas voters can submit a Federal Post Card Application (FPCA) or a voter with print disabilities (ABS-VPD) can submit a combined form to the county election board, Lake, Porter, and Tippecanoe County board of elections and registration, or the Indiana Election Division by mail, fax, or email. The FPCA and the ABS-VPD, once filed with county election officials, expires on December 31, 2023, unless the voter files a new voter registration or absentee document before the expiration date. (IC 3-11-4-3; IC 3-11-4-6)

A resolution by a county election board to not place uncontested town candidates on the ballot when there is no more than one nominee for each office (including write-in candidates) expires. (IC 3-10-7-6(e))

### SUNDAY, JANUARY 1, 2023

**DEADLINE** for a county to determine if they have the minimum number of direct record electronic (DRE) voting systems in their county inventory that have a voter verifiable paper audit trail (VVPAT) and if it is enough to comply with the requirement that the county election board use a number of DREs with VVPATs that equals at least 10% or more of the total amount of DREs owned, leased, or otherwise available to the county. (IC 3-11-14-25) *See related entry on February 13, 2023)*

### MONDAY, JANUARY 2, 2023

**New Year's Day (observed)** Indiana Election Division closed

A person may file a civil action alleging a violation of NVRA if: (1) the violation is not corrected within 30 days after the co-directors of the Indiana Election Division receive notice of the violation; and (2) the violation occurs not later than this date (*120 days before the primary election*). (IC 3-7-11-14)

### TUESDAY, JANUARY 3, 2023

First day Indiana Election Division may discard duplicate copies of federal campaign finance reports filed in 2019. (*Transferred from Sunday, January 1, 2023*; IC 3-9-4-6 (c), IC 3-9-5-13)

**DEADLINE** for a county voter registration office to mail a request for transfer of registration affidavit (VRG 4/12) and the original registration of a voter who changed residence to another county in Indiana less than 30 days before the 2022 general election, to the county where the person currently resides as shown in the affidavit. Upon mailing the affidavit and original registration to another county, the registration in the county of the person's former residence shall be canceled. (*Transferred from Saturday, December 31, 2022*; IC 3-7-43-4)

### WEDNESDAY, JANUARY 4, 2023

**CAN** First day an individual may file a declaration of candidacy with a county election board or the Lake, Porter or Tippecanoe County boards of elections and registration for nomination in the 2023 municipal primary for major party candidates for a city office or a town office in a town with a population of 3,500 or more. This declaration must be filed in the office of the county election board located in the county that contains the greatest percentage of population of the city or town. The declaration must be accompanied by a Statement of Economic Interests. *Please consult the 2023 Candidate Guide for more information about the statement of economic interests for a city or town judge.* (IC 3-8-2-4; IC 3-8-2-6; IC 3-8-9-5) **STATE FORMS: CAN-42 (Declaration of Candidacy for Municipal Primary Nomination in 2023); CAN-12 (Statement of Economic Interests)**

**CAN** First day an individual may file a declaration of candidacy with a county election board or the Lake, Porter, or Tippecanoe County boards of elections and registration for nomination in the primary to a town office in a town with a population of less than 3,500 if the town has adopted an ordinance pursuant to IC 3-8-5-2 to nominate major party candidates in a primary unless the town has adopted an ordinance pursuant to IC 3-10-7 to nominate major party candidates for town offices in other election years. The declaration must be filed in the office of the county election board in the county that contains the greatest percentage of population of the town. The declaration must be accompanied by a Statement of Economic Interests. *Please consult the 2023 Candidate Guide for more information about the statement of economic interests for town judge.* (IC 3-8-2-4; IC 3-8-2-6; IC 3-8-5-2; IC 3-8-9-5) **STATE FORM: CAN-42 (Declaration of Candidacy for Municipal Primary Nomination in 2023); CAN-12 (Statement of Economic Interests)**

## WEDNESDAY, JANUARY 4, 2023

**CAN** First day a Democratic Party, Libertarian Party, or Republican Party candidate may file a declaration of candidacy for nomination at town convention for town office in a town with a population of less than 3,500. The declaration must be accompanied by a Statement of Economic Interests. *Please consult the 2023 Candidate Guide for more information about the statement of economic interests for town judge.* (Note: A town under 3,500 in population may pass an ordinance to nominate candidates of the Democratic and Republican Parties in a primary election and, if so, candidates would use form CAN-42 form as indicated above). (IC 3-8-5-2; IC 3-8-5-10.5; 3-8-5-17; IC 3-8-9-5) **STATE FORM: CAN-16 (Town Office Declaration of Candidacy by a Democratic, Libertarian or Republican Party Candidate When No Town Primary is Conducted in 2023); CAN-12 (Statement of Economic Interests)**

**CAN** First day a minor party candidate (*other than a Libertarian Party candidate*) or an independent candidate wishing to be placed on the ballot as a candidate for city or town office may file a petition of nomination with a county voter registration office for certification of signatures. *Please consult the 2023 Candidate Guide for more information about the statement of economic interests for city or town judge.* (IC 3-8-6-10; IC 3-8-9-5) **STATE FORM: CAN-44 (Petition of Nomination for City or Town Office in 2019); CAN-12 (Statement of Economic Interests)**

**CAN** First day for a person to file a declaration of intent to be a write-in candidate for a municipal office with a county election board or the Lake, Porter, or Tippecanoe County boards of elections and registration. The declaration must be accompanied by a Statement of Economic Interests. *Please consult the 2023 Candidate Guide for more information about the statement of economic interests for city or town judge.* There are no write-in candidates in a primary election. The name of a write-in candidate may **not** be placed on the municipal election ballot. (IC 3-8-2-2.5; IC 3-8-2-4; IC 3-8-2-5; IC 3-8-9-5; IC 3-11-4-15; IC 3-11-2-11.5) **STATE FORM: CAN-51 (Declaration of Intent to be a Write-in Candidate in 2023); CAN-12 (Statement of Economic Interests)**

**DEADLINE**, by noon, for a town clerk-treasurer in a town with a population of less than 3,500 to file an ordinance with the circuit court clerk of the county that contains the largest percentage of population to conduct a primary for major party candidates in order for that ordinance to be effective for the 2023 primary. (IC 3-8-5-2)

## MONDAY, JANUARY 9, 2023

**DEADLINE for a county voter registration office to complete the updating of voter registration records to indicate that a voter voted at the November 8, 2022, General Election.** If a recount or contest is being conducted in a county, the county voter registration office must complete the updating of the voter registration records not later than 60 days after completion of the recount or contest. (*Transferred from Saturday, January 7, 2023*) (IC 3-10-1-31.2)

**DEADLINE** for the Indiana general assembly to reconvene for the 2023 regular session.

Beginning of the "prohibited period" during which an individual who holds a state legislative office, a candidate for state legislative office, a person who holds statewide office, a candidate for statewide office, a candidate's committee of a candidate for state legislative or statewide office, or a legislative caucus committee, may not solicit or accept campaign contributions or conduct other fundraising activities. (IC 2-2.1-1-2(d); IC 3-9-2-12)

**MONDAY, JANUARY 16, 2023**

**Martin Luther King Jr. Day**

Indiana Election Division closed

**WEDNESDAY, JANUARY 18, 2023**

**CFA** **DEADLINE**, by noon, for all candidate committees, all legislative caucus committees, and all political action committees to file the **2022 annual campaign finance report** with the Indiana Election Division, a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration. NOTE: Statewide and state legislative candidate committees must file campaign finance documents online. Please contact IED for more information. (*See related entry on March 1, 2023, for regular party committees.*) (IC 3-9-5-3; IC 3-9-5-10) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**CFA** **DEADLINE**, by noon, for candidates' committees for a statewide office on the 2022 general election ballot to file a **quarterly** campaign finance report with the Indiana Election Division covering the period from October 25, 2022, through December 31, 2022. (IC 3-9-5-6(e)) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**CFA** **DEADLINE**, by noon, candidates' committees for a statewide office **not** on the 2022 general election ballot to file a semiannual campaign finance report with the Indiana Election Division covering the period from July 1, 2022, through December 31, 2022. (IC 3-9-5-9) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**SATURDAY, JANUARY 21, 2023**

**DEADLINE** for a county executive or the Lake, Porter, or Tippecanoe County Board of Elections and Registration to publish legal notice to provide for a 10-day public comment period for a precinct establishment order to be adopted on January 31, 2022. (Alternatively, if the publication deadline is not met, the county may present its plan at a hearing of the Indiana Election Commission to be held not later than January 31, 2022.) (IC 3-11-1.5-18; IC 3-11-1.5-25)

**FRIDAY, JANUARY 27, 2023**

**DEADLINE**, for the Indiana Election Division, a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration to review its campaign finance records to determine if a committee is subject to the administrative dissolution procedure. (IC 3-9-1-12)

**TUESDAY, JANUARY 31, 2023**

**DEADLINE** for each county sheriff to provide the county voter registration office with a list of each Indiana resident who has been convicted of a crime and had been placed in a county correctional facility during the previous quarter. (IC 3-7-46-6) **STATE FORM: VRG-1 (County Sheriff Quarterly Report to County Voter Registration Office)**

**DEADLINE** for a county election board to certify to the secretary of state that the information set forth in the voting system technical oversight program's (VSTOP) inventory regarding the voting systems and electronic poll books of the county is accurate, to the best of the knowledge and belief of the county election board. (IC 3-11-16-5) **STATE FORM: IEC-22 (County Certification of Voting System and Electronic Poll Book Inventory)**

**DEADLINE** for a precinct establishment order to become effective for the election year 2023. The next date that a precinct establishment order may take effect is the day following municipal election day (November 8, 2023). (IC 3-11-1.5-25)

**TUESDAY, JANUARY 31, 2023**

**CAN DEADLINE** for an individual elected to the office of county commissioner, county council member, county assessor, township trustee, township board member, township assessor, town council member, town clerk-treasurer, town court judge, or school board in the 2022 general election to **take** the individual's oath of office. (IC 5-4-1-1.2)

**CAN DEADLINE** for an individual elected to the office of county commissioner, county council member, county assessor, township trustee, township board member, township assessor, town council member, town clerk-treasurer, town court judge, or school board in the 2022 general election to **file** the individual's oath of office with the appropriate circuit court clerk. (IC 5-4-1-1.2; IC 5-4-1-4)





# FEBRUARY 2023

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## FRIDAY, FEBRUARY 3, 2023

**CAN** **DEADLINE**, by noon, for an individual to file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for nomination to a city office or a town office in a town with a population of 3,500 or more, for a major political party at the 2019 municipal primary election. This declaration must be filed in the office of the county election board located in the county that contains the greatest percentage of population of the election district. The declaration must be accompanied by a Statement of Economic Interests. *Please consult the 2023 Candidate Guide for more information about the statement of economic interests for a city or town judge.* (IC 3-8-2-4; 3-8-2-6; IC 3-8-9-5) **STATE FORMS: CAN-42 (Declaration of Candidacy for Municipal Primary Nomination in 2023); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

**CAN** **DEADLINE**, by noon, for an individual to file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for nomination to a town office in a town with a population of less than 3,500 that has adopted an ordinance pursuant to IC 3-8-5-2 to nominate major party candidates for town offices at the 2019 municipal primary election. The declaration must be filed in the office of the county election board in the county that contains the greatest percentage of population of the town. The declaration must be accompanied by a Statement of Economic Interests. *Please consult the 2023 Candidate Guide for more information about the statement of economic interests for a town judge.* (IC 3-8-2-4; IC 3-8-2-6; IC 3-8-5-2; IC 3-8-9-5) **STATE FORM: CAN-42 (Declaration of Candidacy for Municipal Primary Nomination in 2023); CAN-23 (Statement of Economic Interests for Local and School Board Offices)**

Immediately after the deadline for filing as a candidate for placement on the primary election ballot, the Indiana Election Division, each circuit court clerk and the Lake and Porter County Election Directors shall certify and release to the public a list of candidates of each political party for each office. The Indiana Election Division, circuit court clerk, and Lake and Porter County Election Directors shall also release to the public a list of all declarations of candidacy whose validity has been questioned under IC 3-8-1-2. (IC 3-8-2-13)

## MONDAY, FEBRUARY 6, 2023

**DEADLINE**, for the Indiana Election Division to file a report with the federal Election Assistance Commission setting forth the combined number of absentee ballots transmitted to military and overseas voters for the November 8, 2022, general election, and the combined number of those ballots returned by military and overseas voters and cast in the election. (IC 3-6-4.2-12)

## FRIDAY, FEBRUARY 10, 2023

**CAN** **DEADLINE**, by noon, for an individual to **withdraw** a declaration of candidacy for the primary. (IC 3-8-2-20) **STATE FORM: CAN-43 (2023 Municipal Primary Election Candidate Withdrawal)**

**CAN** **DEADLINE**, by noon, for filing a statement questioning the validity of a declaration of candidacy with the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration. (IC 3-8-2-14) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

**FRIDAY, FEBRUARY 10, 2023**

**CFA** **DEADLINE**, by noon, for a candidate who filed a declaration of candidacy for the primary election to file a campaign finance statement of organization with a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration (unless the candidate was already required to do so after raising or spending more than \$100). (IC 3-9-1-5) Candidates for local office with compensation of less than \$5,000 in a calendar year are not required to file a statement of organization unless they raise or spend more than \$500. If they raise or spend more than \$500 then the candidate must file a statement of organization not later than noon, ten (10) days of meeting that threshold. (IC 3-9-1-5.5) **NOTE:** Local offices are required to file the CFA-1 with the county election board. **STATE FORM: CFA-1 (Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee)**

**MONDAY, FEBRUARY 13, 2023**

**DEADLINE** for a county to file a certification with the Secretary of State about the county's determination if the county has the minimum number of direct record electronic (DRE) voting systems in their county inventory that have a voter verifiable paper audit trail (VVPAT) and if it is enough to comply with the requirement that the county election board use a number of DREs with VVPATs that equals at least 10% or more of the total amount of DREs owned, leased, or otherwise available to the county. (IC 3-11-14-2) (*Transferred from Saturday, February 11, 2023*)

**TUESDAY, FEBRUARY 14, 2023**

**VR** **DEADLINE**, for a county voter registration office to file an affidavit with the Indiana Election Division affirming the completion of voter list maintenance activities. (IC 3-7-12-27) **STATE FORM: VRG-21 (Affidavit of County Voter Registration Officer Concerning Voter List Maintenance)**

**WEDNESDAY, FEBRUARY 15, 2023**

**DEADLINE** for the Lake County board of elections and registration to notify candidates, whose place on the primary election ballot will be determined by the ballot lottery to be conducted by the board, of the time and place where the public lottery will be conducted if the lottery is conducted on Monday, February 20, the last date permitted by state law. Otherwise, candidates are required to be notified at least five (5) days prior to the lottery. (IC 3-10-1-18)

**FRIDAY, FEBRUARY 17, 2023**

**CFA** **DEADLINE**, by noon, for a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration to determine if a candidate seeking an office paying more than \$5,000 in a calendar year who has filed a declaration of candidacy for the primary election has filed a campaign finance statement of organization for the candidate's committee. This requirement does not apply to a candidate seeking a local office paying less than \$5,000 in a calendar year. (IC 3-8-1-1.6)

**DEADLINE** by noon, for a local public question to be certified to a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration for placement on the primary election ballot. (IC 3-10-9-3; IC 6-1.1-20-3.6; IC 20-46-1-14; IC 20-46-9-14)

**FRIDAY, FEBRUARY 17, 2023**

**DEADLINE** for the Voting System Technical Oversight Program (VSTOP) to provide to counties that use optical scan voting systems a randomly sorted list of unique identification numbers for the optical scan voting machines and tabulators in the county's inventory. Optical scan voting systems and tabulators on this list will be tested at a public test of voting systems in the county. The list provided by VSTOP must contain not less than 5% of the machines and tabulators that will be used in the election in the county. (IC 3-11-13-22; IC 3-11-13-23)

**DEADLINE** for the Voting System Technical Oversight Program (VSTOP) to provide to counties that use electronic voting systems with a randomly sorted list of unique identification numbers for the electronic voting machines in the county's inventory. Electronic voting systems on this list will be tested at a public test in the county. The list provided by VSTOP must contain not less than 5% of the machines that will be used in the election in the county. (IC 3-11-14.5-1; IC 3-11-14.5-2)

**MONDAY, FEBRUARY 20, 2023**

CAN

**DEADLINE** for the Lake County board of elections and registration to conduct a public lottery to determine the random placement of candidates on the primary election ballot (*Transferred from Saturday, February 18, 2023*; IC 3-10-1-18)

**THURSDAY, FEBRUARY 23, 2023**

CAN

**DEADLINE** for a county election board or Lake, Porter, and Tippecanoe County boards of elections and registration to determine the validity of a challenged declaration of candidacy for the municipal primary election. (IC 3-8-2-14; IC 3-8-2-18)

**FRIDAY, FEBRUARY 24, 2023**

**DEADLINE**, for the county election board to provide written notice to the county chairman of a political party with a candidate on the ballot and the superintendent of each school corporation when the ballot contains a school board candidate or a local public question concerning the school corporation to provide an opportunity for the political party or the school corporation to inspect the ballot proofs. Specifies that after sixty (60) days before the date of the election, the ballot is considered approved and eligible for printing. (IC 3-11-2-2.1)

**MONDAY, FEBRUARY 27, 2023**

VR

First day of the period that the county voter registration office must begin providing a report containing information regarding all voter registration applications received by the county voter registration office after this date and ending twenty-nine (29) days before the primary election. The report must be forwarded within 48-hours after the entry of the registration application into the Statewide Voter Registration System. The report must be provided, upon request, to a major party county chairman (and on request to other chairmen or independent candidates on the ballot). (*Transferred from Sunday, February 26, 2023*; IC 3-7-28-2; IC 3-7-28-3; IC 3-7-28-4) See Friday, March 3, 2023 regarding a report of all registration applications prior to February 26, 2023.

**TUESDAY, FEBRUARY 28, 2023**

**DEADLINE**, by noon, for the governing body of a political subdivision to provide the county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration, and the county auditor, a certified copy of a resolution to withdraw a controlled project public question from the ballot. (IC 6-1.1-20-3.6)



# MARCH 2023

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## WEDNESDAY, MARCH 1, 2023

**CFA** **DEADLINE**, by noon, for all regular party committees to file the 2022 annual campaign finance report with the Indiana Election Division, a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration. This deadline applies whether the report was hand-delivered, sent by U.S. mail, or otherwise delivered to the division or board. (IC 3-9-5-10) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

## THURSDAY, MARCH 2, 2023

**VR** **DEADLINE** for the board of commissioners of a county to adopt an order by unanimous vote establishing a county board of registration with immediate authority to administer voter registration within the county, rescinding a previously adopted order to establish a board of registration, or abolishing a board of registration previously established by state law (IC 3-7-12-3) before that law was repealed. An order adopted after this date and before the primary becomes effective on the day following the primary. (IC 3-7-12-5; IC 3-7-12-5.5)

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to rescind any previously adopted resolution before the 2023 primary providing that absentee ballots to be voted before a traveling absentee board are to be initialed by the county election board or board of elections and registration (*and not initialed by the traveling board visiting the voter*). (IC 3-11-10-27)

**DEADLINE** for the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to file an order adopting a vote center plan with the Indiana Election Division for the order to be effective for the May 2, 2023, primary election. An order filed after this date and before the primary election becomes effective on the day following the primary election. (IC 3-11-18.1-8)

## FRIDAY, MARCH 3, 2023

**ABS** **DEADLINE** for the circuit court clerk or Lake and Porter County Election Directors to estimate the number of absentee ballots and provisional ballots required in the county for the primary election. After the estimate is made, the county election board or Lake, Porter, and Tippecanoe County boards of elections and registration must begin to print the absentee ballots. (IC 3-11-4-10; IC 3-11-4-14; IC 3-11.7-1-4)

**VR** **DEADLINE** for a county voter registration office to transmit a report containing information regarding all voter registration applications received by the county voter registration office to a major party county chairman (and on request to other party chairmen or independent candidates on the ballot) showing all original registrations and transfers that occurred during the part of the registration period ending February 26, 2023. (IC 3-7-28-2; IC 3-7-28-3)

**DEADLINE** for the county election board in a county that uses optical scan voting systems or electronic voting systems to implement an alternative procedure for randomly testing at least 5% of the voting system machines used in the county in the event that the Voting System Technical Oversight Program (VSTOP) failed to meet the February 17, 2023, deadline to provide the county with a randomly assorted list of unique identification numbers for the voting machines in the county's inventory to be tested at the county's public test of voting systems. (IC 3-11-13-22; IC 3-11-13-23; IC 3-11-14.5-1; IC 3-11-14.5-2)

### **FRIDAY, MARCH 3, 2023**

**DEADLINE** for delivery of electronic poll books to the county in order to use them in the May 2, 2023, primary unless a county receives prior written authorization from the voting system technical oversight program (VSTOP). (IC 3-11-18.1-12)

**DEADLINE**, ballots used in the primary election are considered approved and eligible for printing even if the county election board did not receive feedback from the county political party chairman or the superintendent of the school corporation. (IC 3-11-2-2.1)

Beginning of the period in which a political subdivision may not enforce an ordinance or regulation relating to the number or size of signs. "Signs" refers to a sign with a surface area of which is not greater than thirty-two (32) square feet. For purposes of determining the surface area of a sign under this section, if a sign consists of two (2) faces, only the surface area of one (1) of the faces is considered if (1) the faces are mounted back to back; and (2) the measure of the angle between the faces is not more than fifteen (15) degrees. This does not prohibit a political subdivision from enforcing an ordinance or regulation relating to the number or size of signs at any time if necessary to ensure public safety. (IC 36-1-3-11)

### **SATURDAY, MARCH 4, 2023**

First day that a college or university must permit a student to knock on the door of each room in the living areas of student housing to conduct a poll. Before conducting the poll, the polltakers must submit certain information to the college or university. (IC 3-6-11-2.5; IC 3-6-11-2.6)

### **MONDAY, MARCH 6, 2023**

First day the Indiana Election Division, a circuit court clerk, or the Lake, Porter, and Tippecanoe County boards of elections and registration may destroy certificates and petitions of nomination, voted ballots, and other election material from any May 2017 special election, after compliance with any applicable county commission on public records procedures. (*Transferred from Saturday, March 4, 2023*; IC 3-8-7-24; IC 3-10-1-31.1; IC 3-11-8-30; IC 3-12-2-12; IC 3-12-3-10; IC 5-15-6)

### **STATE CHARTER ELECTION: TOWN OF VERNON**

Municipal election for Mayor, Town Clerk-Treasurer, Town Councilmen, and Town Marshal in the Town of Vernon, Jennings County under the authority of special state charter issued under 1816 Indiana Constitution. Polls open at 11 a.m. and close at 4 p.m. (Local Acts 1851, c. 1, s. 3 and 5, as amended by Acts 1885, c. 42, s. 1, and Acts 1895, c. 59, s. 1)

### **MONDAY, MARCH 13, 2023**

**ABS**

**DEADLINE** for the printing and delivery of primary absentee ballots to a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration for the primary election. If primary election ballots have been printed when the county election board receives a notification that a primary candidate has died or when the county election board unanimously finds good cause to believe a primary candidate that filed with the county election board has died, the primary ballots shall not be reprinted to remove the name of the deceased candidate. A voter who has cast an absentee ballot containing the name of a deceased candidate is entitled to request a replacement absentee ballot. (IC 3-11-4-14; IC 3-11-4-15; IC 3-11-3-29.3; IC 3-11-3-29.4)

**MONDAY, MARCH 13, 2023**

**ABS DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to notify each major party county chairman of the number of absentee voter boards, teams of absentee ballot counters, and teams of couriers to be appointed. However, absentee ballot couriers are not necessary in counties that use electronic poll books. (IC 3-11.5-4-23)  
**DEADLINE** for the printing and delivery of primary provisional ballots by a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration. (IC 3-11.7-1-6)

**FRIDAY, MARCH 17, 2023**

**ABS DEADLINE**, by noon, for a county chairman to make written recommendations to the county election board for appointments for absentee voter boards, absentee ballot counters, and teams of couriers for counties that count absentee ballots at a central location. However, absentee ballot couriers are not necessary in counties that use electronic poll books. If a county chairman fails to make a recommendation, then the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration may appoint any voter of the county or, in some cases, a 16- or 17-year-old non-voter who meets statutory requirements. (IC 3-11.5-4-23)

**SATURDAY, MARCH 18, 2023**

**ABS DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to mail, email, or fax primary election absentee ballots to voters who previously filed an approved absentee ballot application to vote by mail, a Federal Post Card Application (FPCA) for military and overseas voters, or a combined form for voters with print disabilities with the circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration. Although this deadline falls on Saturday, it does not roll over to the following Monday. All counties must mail (or fax or email, if applicable) absentee ballots to voters with an approved ABS-Mail, combined form for voters with print disabilities (ABS-VPD), or FPCA not later than this deadline date. (Voters using the FPCA or combined form for voters with print disabilities have the option to request an absentee ballot to be emailed or faxed to the voter.) A county may send out absentee ballots by mail, fax, or email prior to this deadline date, if ballots are printed and delivered before Monday, March 13, 2023, per IC 3-11-4-18(c)(2). After this date, the county election board or Lake, Porter, and Tippecanoe County boards of elections and registration must mail (or fax or email, if applicable) primary election ballots to qualified voters on the same day that the voter's application is received and approved. *The requirement that absentee ballots be mailed on the same day that the absentee ballot application is received does not apply to absentee ballot applications that have been challenged.* If the absentee ballot application submitted by any voter is denied, the county election board shall provide written notice to the voter not later than forty-eight (48) hours stating the reasons for the denial to the voter. The notice may be personally delivered, mailed, or emailed to the voter. (IC 3-11-4-18; IC 3-11-4-17.5)

**FRIDAY, MARCH 31, 2023**

**DEADLINE** for counties to post at least 48-hours' notice of the public test of voting equipment to comply with the Open Door Law if the county has scheduled a public test of electronic voting system units (DREs) or automatic tabulation machines on April 3, 2023. (IC 5-14-1.5-4 [Please see related entry for newspaper publication on April 1, 2023])





# APRIL 2023

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## SATURDAY, APRIL 1, 2023

**DEADLINE** for counties that use direct electronic voting system units (DREs) to publish at least 48-hours' notice of the required public test of the units if the county has scheduled a public test of electronic voting system units on April 3, 2023, the last day permitted under statute. (IC 3-11-14.5-1)

**DEADLINE** for counties that use ballot card (optical scan) voting systems to publish at least 48-hours' notice of the required public test of the machines if the county has scheduled a public test of automatic tabulation machines on April 3, 2023, the last day permitted under statute. (IC 3-11-13-22)

## SUNDAY, APRIL 2, 2023

Beginning of the period during which a homeowner's association may not adopt or enforce a rule that prohibits a member of the homeowner's association from displaying a political sign on the member's property. (IC 32-21-13-4)

An individual filing a civil action alleging a violation of NVRA is not required to provide notice of the violation to the co-directors of the Indiana Election Division if the violation occurs on or after this date and not later than the May 2, 2023, primary election. (IC 3-7-11-14)

## MONDAY, APRIL 3, 2023

**VR** **Voter Registration Ends. DEADLINE**, at close of business, for an individual to hand deliver a voter registration application or combined form for voters with print disabilities to apply for or update their voter registration to the county voter registration office so that the voter can be registered for the primary election. (IC 3-7-13-10; IC 3-7-13-11)

**VR** **DEADLINE**, 5:00 p.m., for individual to hand deliver a voter registration application or the combined form for voters with print disabilities to apply for to update their voter registration to the Indiana Election Division for transmittal to the appropriate county voter registration office so that the voter can be registered for the primary election. (IC 3-7-33-3.7)

**VR** **DEADLINE**, at close of business, for an individual to register to vote during conducting specific transactions at a bureau of motor vehicles license branch or other "full service" agency. NOTE: the BMV or other designated "full service" agency cannot accept a state or federal voter registration form on behalf of a client or customer unless that person is performing specific transaction with the BMV or full service agency. For example, an individual securing an Indiana drivers' license must be offered the opportunity to register to vote as part of that transaction, but a person securing a title to a car at the BMV branch could not submit a voter registration application for the BMV staff to remit to the county voter registration official. (IC 3-7-33-3)

**VR** **DEADLINE**, for an individual mailing voter registration application or a combined form for voters with print disabilities to apply for or update their voter registration to a county voter registration office or the Indiana Election Division to deposit the registration application in the mail in a manner and in time so that the mail is postmarked no later than today's date (*and later delivered*) by the United States Postal Service so that the voter can be registered for the primary election. (IC 3-7-33-3.7; IC 3-7-33-4)

**MONDAY, APRIL 3, 2023**

**VR DEADLINE**, no later than 11:59 pm, for an eligible applicant to submit a completed voter registration application online on the secure website provided by the state in accordance with IC 3-7-26.7 so that the voter can be registered for the primary election. (IC 3-7-33-3.5; IC 3-7-26.7)

**VR DEADLINE** for Indiana Election Division or a county voter registration office to complete any voter list maintenance program before the municipal primary election. (IC 3-7-38.2-2)

**VR** Last day for a county voter registration office to prepare a report, upon request from a major party county chairman, a bona fide party chairman, or an independent candidate's committee if the candidate is on the ballot, containing new voter registrations. The report shall be provided in response to a request within 48 hours of the date on which the report was made. (IC 3-7-28-2; IC 3-7-28-3)

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to conduct a public test of a direct record electronic (DRE) voting system for the primary election. The county election board must test the machines on the randomly sorted list of voting machines provided by VSTOP to determine if the machines are correctly counting votes for all candidates, including write-ins, for all public questions, and for straight-party votes. The test must include a visual inspection of the voting system unit and ballot label, entry of a preaudited group of ballots marked so as to record a predetermined number of valid votes, and an attempt to overvote to test the ability of the electronic voting system to reject overvotes. The test must also include the entry of a preaudited group of at least one ballot from three different precincts where an election will be conducted to test the functionality of the system components used by a voter with disabilities to independently and privately cast and ballot and record a predetermined number of valid votes for each candidate and on each public question. Additionally, after the testing of the voting system, the county election board shall enter the vote totals from the voting systems into the component of the voting system used by the board to tabulate election results under IC 3-12-3.5 to determine whether the component properly tabulators and determines the votes cast for in each precinct and the total votes cast for each candidate and public question. If an individual attending the public test requests that additional voting machines be tested, the county election board shall test more machines from the randomly sorted list provided by VSTOP. The board must file an **IEC-9 form with the Indiana Election Division** certifying the performance of the public test not later than seven (7) days after the test. (IC 3-11-14.5-1; IC 3-11-14.5-5)

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to conduct a public test of the optical scan ballot card voting systems for the primary election. The county election board must test the machines on the list of randomly sorted voting machines and tabulators provided by VSTOP to determine if the machines are correctly counting votes for all candidates, including write-ins, for all public questions, and for straight-party votes. The test must include entry of a preaudited group of ballots marked so as to record a predetermined number of valid votes for each candidate and on each public question and an attempt to overvote to test the ability of the automatic tabulating machines to reject overvotes. For counties that use a voting system that has features of both an ballot card voting system and a direct record electronic voting system, the testing must include the casting of at least ten (10) preaudited ballots cast by using the headphone or a sip/puff device so as to record a predetermined number of valid votes for each candidate and on each public question with at least one ballot for each office and public question that has been overvoted to test the ability of the voting system to reject overvotes. Additionally, after the testing of the voting system and tabulator, the county election board shall enter the vote totals

from the tabulators into the component of the voting system used by the board to tabulate and canvass election results under IC 3-12-4 to determine whether the component properly tabulators and determines the votes cast for in each precinct and the total votes cast for each candidate and public question. If an individual attending the public test requests that additional voting machines be tested, the county election board shall test machines from the second list provided by VSTOP. The board must file an **IEC-10 form with the Indiana Election Division** certifying the performance of the public test not later than seven (7) days after the test. (IC 3-11-13-22; IC 3-11-13-23(b); IC 3-11-13-24(b)). **NOTE: IF THE PUBLIC TEST IS NOT PERFORMED, THE BALLOT CARDS MUST BE TABULATED BY HAND.**

### **MONDAY, APRIL 3, 2023**

**DEADLINE**, for the county commissioners, the Mayor of Indianapolis, or the Lake, Porter, and Tippecanoe County boards of elections and registration to designate polling places for each precinct in the county, if the county is not a vote center county. (IC 3-11-8-3.1) **NOTE:** in vote center counties, the county election board can unanimously agree to amend the county's voter center plan at any time, including updating election day locations.

Final day a college or university must permit a student to knock on the door of each room in the living areas of student housing to conduct a poll. (IC 3-6-11-2.5; IC 3-6-11-2.6)

**DEADLINE**, for secretary of state to request the news media to include a copy of the Voter's Bill of Rights in election coverage or public service announcements. (IC 3-5-8-5)

### **TUESDAY, APRIL 4, 2023**

**ABS**

First day that a voter may early vote (absentee in-person) a primary election ballot before an absentee voter board in one location of the office of the circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration or at a satellite absentee voting facility if established by the county election board. A county election board in each county may adopt a resolution, by unanimous vote of the board's entire membership and supported by specific findings of fact, stating that voters are entitled to vote by absentee ballot before an absentee voter board in the office of the circuit court clerk or town election board during specific days and hours identified in the resolution. (IC 3-11-10-26; IC 3-11-10-26.5)

**ABS**

**DEADLINE** for county election board to conduct a training session for a member of the absentee voter board being used to conduct early voting (absentee in-person voting) at the office of the circuit court clerk or other satellite location before that absentee board member performs the member's duties. (IC 3-11-10-39)

**VR**

First day that an employee of a "full service" voter registration agency must advise an applicant for voter registration that the application will be processed by the county voter registration office after the primary election. (IC 3-7-33-3)

**DEADLINE**, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to designate by resolution the precincts for which assistant poll clerks are to be appointed. (IC 3-6-6-4)

### **FRIDAY, APRIL 7, 2023**

**Good Friday**

Indiana Election Division closed

### FRIDAY, APRIL 7, 2023

**CFA** End of the pre-primary election campaign finance reporting period for candidates on the 2023 primary election ballot (*other than candidates' committees for a statewide office*). (IC 3-9-5-6) The pre-primary campaign finance report is due not later than noon, April 14, 2023 (*see entry*). (IC 3-9-5-7)

### SATURDAY, APRIL 8, 2023

**CFA** First day of the pre-municipal election campaign finance reporting period (*other than for a candidates' committee for a statewide office*). (IC 3-9-5-6)

**CFA** First day of the **pre-primary supplemental campaign finance reporting period**. If a candidate on the 2023 primary ballot (*other than candidates' committees for a statewide office*) receives contributions from a single entity or person that totals \$1,000 or more on or after this date, the candidate must file a pre-primary supplemental campaign finance report with a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration no later than 48 hours after receiving the contribution. (IC 3-9-5-20.1) **STATE FORM: CFA-11 (Supplemental "Large Contribution" Report)**

### MONDAY, APRIL 10, 2023

**VR** **DEADLINE**, for a county voter registration office or the Indiana Election Division to receive a "mail in" voter registration application or a combined form for voters with print disabilities to apply for or update their voter registration with a missing or illegible postmark. The application will permit an otherwise qualified voter to vote in the primary. (IC 3-7-33-4; IC 3-7-33-3.7)

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to certify to the Indiana Election Division that a public test of an electronic voting system or ballot card voting systems at the primary election has been conducted in conformity with state law, if that test was performed on the last day it could be performed on April 3, 2023. (IC 3-11-13-22; IC 3-11-14.5-9) **STATE FORMS: IEC-9 (Certification of Test of Electronic Voting System) and IEC-10 (Certification of Test of Automatic Tabulating Equipment)**

### TUESDAY, APRIL 11, 2023

**DEADLINE**, by noon, for a county chairman to file nominations with a circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration for individuals to serve as Election Day precinct election officers at the primary election. (IC 3-6-6-10)

First date, after noon, that a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration may, by majority vote, fill a vacant Election Day precinct election officer position when the appropriate county chairman has made no nomination for the office. (IC 3-6-6-13(b))

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to publish in a newspaper a list of candidates and offices to be voted upon at the primary election, including the party designations (if any); names and addresses of candidates; the text of any public question to be placed on the ballot; the date of the primary election; the hours during which the polls will be open; and the dates, times, and locations of voting at the circuit court clerk's office and at satellite offices under IC 3-11-10-26.3. (*See related entry on Monday, April 24, 2023, for the requirement for the county to file a copy of the*

CAN-9 notice with the Indiana Election Division and in the minutes of the board.) (IC 3-8-2-19; IC 5-3-1-2) **STATE FORM: CAN-9 (Legal Notice of Primary Election)**

**TUESDAY, APRIL 11, 2023**

**DEADLINE**, for a county election board or the Lake, Porter and Tippecanoe County boards of elections and registration to publish notice of the place of voting for each precinct or vote center locations. (IC 3-11-8-3.2; IC 3-11-18.1-9; IC 5-3-1-4)

**THURSDAY, APRIL 13, 2023**

**ABS**

First day that a voter requesting an absentee travelling board to visit the voter at the voter's location because of illness or injury of the voter, or because the voter is caring for a confined person at a private residence, may vote before the traveling absentee board. (IC 3-11-10-25; IC 3-11-10-24(b))

**ABS**

**DEADLINE** for county election board to conduct a training session for a member of the absentee voter board being used as a travel board to visit a voter at the voter's location because of illness or injury of the voter, or because the voter is caring for a confined person at a private residence before that absentee board member performs the member's duties. (IC 3-11-10-39)

**FRIDAY, APRIL 14, 2023**

**CFA**

**DEADLINE**, by noon, for a candidate's committee with a candidate on the 2023 primary election ballot, all legislative caucus committees, all political action committees, and all regular party committees (*other than candidates' committees for a statewide office*), to **file a pre-primary campaign finance report** with the Indiana Election Division, a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration. This deadline applies whether the report was hand-delivered, sent by U.S. mail, or otherwise delivered to the division or board. *NOTE: See definition of "filing" in IC 3-5-2-24.5.* (IC 3-9-5-3; IC 3-9-5-4; IC 3-9-5-7) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**SATURDAY, APRIL 15, 2023**

**ABS**

If the county election board adopts a resolution authorizing the circuit court clerk to do so, the office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration or a satellite location established by the county election board must be open for at least four (4) hours to permit early voting (in-person absentee ballot voting). (IC 3-11-10-26(h))

**THURSDAY, APRIL 20, 2023**

**ABS**

**DEADLINE**, by 11:59 p.m., for a circuit court clerk, the Lake, Porter, and Tippecanoe County boards of elections and registration, or the Indiana Election Division to receive a mailed, hand-delivered, facsimile transmitted, or emailed absentee ballot application from a voter who requests to **vote by mail**. (*Note: this does not include a voter who is a confined voter or a voter caring for a confined person who requests that the absentee ballots be delivered to the applicant by an absentee voter board or an absent uniformed services voter or overseas voter who requests to vote by fax or email.*) (IC 3-11-4-3(a)(4); IC 3-11-4-3(b)) **STATE FORM: ABS-MAIL**

## THURSDAY, APRIL 20, 2023

**ABS** **DEADLINE** for a circuit court clerk, the Lake, Porter, and Tippecanoe County boards of elections and registration, or the Indiana Election Division to receive an absentee ballot application to vote by mail from an absent uniformed services voter or overseas voter in order to count the special federal write-in absentee ballot submitted by the voter. (IC 3-12-2-7.5; 52 U.S.C. § 20303) Absent uniformed services voter or overseas voters may also vote by FAX or email. (*For deadline to apply by fax or email see entry for May 1, 2023.*)

**ABS** **DEADLINE** for a circuit court clerk, the Lake, Porter, and Tippecanoe County boards of elections and registration, or the Indiana Election Division to receive a combined form for voters with print disabilities who is requesting an absentee ballot be mailed, faxed, or emailed to the voter. (IC 3-11-4-3; IC 3-11-4-6) **STATE FORMS: ABS-VPD**

## SATURDAY, APRIL 22, 2023

**ABS** For non-vote center and vote center counties, the office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration must be open for at least seven (7) hours to permit in-person absentee ballot voting. However, in a county with a population of less than 20,000, the county election board may, by majority vote, reduce absentee voting hours in the office of the clerk to a minimum of four (4) hours on this date. (NOTE: In a municipal election year, IC 3-11-10-26.5 allows counties to amend dates and hours.) (IC 3-11-10-26)

**ABS** All vote center counties must have one vote center that is used on Election Day to be established as a satellite early voting location for at least seven (7) hours to permit in-person absentee ballot voting. This vote center location is in addition to the requirement that the office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration be open for in-person early voting. (*see related entry above*) (IC 3-11-18.1-4(15))

**DEADLINE**, for a county voter registration office to prepare certified copies of the list of registered voters of each precinct (except counties that use electronic poll books for the election). The list must contain the full name, address, and identification number of each voter. Upon receiving a written request from a major political party county chairman, the county voter registration office must prepare and furnish no more than two (2) copies of the list to the precinct inspector. The inspector may provide a copy of the list to any other precinct officer. (IC 3-7-28-4; IC 3-7-29-1; IC 3-7-29-2; IC 3-7-29-6)

**DEADLINE**, by noon, for a county election board to notify the county chairmen of the two major political parties of the number of teams of provisional ballot counters to be appointed. (IC 3-11.7-3-3)

**DEADLINE**, in a county that tabulates all votes cast on ballot cards at a central location, for the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to designate a central location for the processing of ballot cards. This requirement is not related to central count of absentee ballots; instead, it applies for those counties that may count ballots cast on election day at a polling location or vote center at a central location. (IC 3-12-3-2.5)

**DEADLINE**, for the Lake County Board of Elections and Registration duplicate, distribute, and cause to be posted copies of official sample ballots prepared by the county election board to schools, fire stations, county courthouses, and other public buildings in the county. (IC 3-11-14-8)

**SATURDAY, APRIL 22, 2023**

**VR** **DEADLINE**, the county voter registration office shall certify to the county election board a list of the registration forms that remain incomplete after the effort made to contact the applicant by mail and telephone (if a telephone number was provided on the voter registration application) and that do not permit the county voter registration office to determine if the applicant is eligible to register under this article. Upon certification, the county voter registration office shall reject the applications. (IC 3-7-34-4)

**DEADLINE**, in a county having a population of at least 300,000 for the judge of the circuit court to order the county commissioners, the Mayor of Indianapolis, or the Lake County board of elections and registration, to provide a suitable room for the canvassing of votes other than a room in the county courthouse. (IC 3-12-4-7)

**MONDAY, APRIL 24, 2023**

**VR** **DEADLINE**, for a county voter registration office to receive a Federal Post Card Application (FPCA) from an absent uniformed services voter or an overseas voter to process as a new voter registration application or to update their existing Indiana registration before the primary election. (IC 3-7-36-10) (*NOTE: Using the FCPA extends the voter registration period for military and overseas voters; see related entry on May 2, 2023, for those military voters who were discharged before the date of the election.*)

**DEADLINE**, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to notify county chairmen that sample ballots are available for inspection. (IC 3-6-5-14(b); IC 3-11-3-10; IC 3-11-13-6; IC 3-11-14-14)

**DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to file a copy of the notice of the primary election with the Indiana Election Division and in the minutes of the board. (*Transferred from Saturday, April 22, 2023; IC 3-8-2-19(b)*) (*See related entry on April 11, 2023, for the deadline to publish in the newspaper a copy of the notice.*) **STATE FORM: CAN-9 (Legal Notice of Primary Election)**

**SATURDAY, APRIL 29, 2023**

**ABS** For vote center and non-vote center counties, the office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration must be open for at least seven (7) hours to permit absentee ballot voting. However, in a county with a population of less than 20,000, the county election board may, by majority vote, reduce absentee voting hours in the office of the clerk to a minimum of four (4) hours on this date. (*NOTE: In a municipal election year, IC 3-11-10-26.5 allows counties to amend dates and hours.*) (IC 3-11-10-26)

**ABS** All vote center counties must have one vote center that is used on Election Day to be established as a satellite early voting location for at least seven (7) hours to permit in-person absentee ballot voting. This vote center location is in addition to the requirement that the office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration be open for in-person early voting. (*see related entry above*) (IC 3-11-18.1-4(15))

**DEADLINE**, for the county executive or Mayor of Indianapolis to change the polling place for a precinct in the county in a non-vote center county. However, if the county election board or Lake, Porter, or Tippecanoe County boards of elections and registration determines by a unanimous vote that the use of a polling place at an election would be dangerous or impossible, the board may order the relocation of the polling place after this date. The board shall give the best possible notice of the change to news media and the voters of the precinct. (IC 3-11-8-

3.2) *NOTE: For vote center counties, the county election board can unanimously agree to amend their county's vote center plan at any time, including a change to an Election Day voting location.*

### **SATURDAY, APRIL 29, 2023**

First day an inspector or other member of the precinct election board authorized in writing by the inspector may pick up ballots and election supplies for the inspector's precinct. In counties that use electronic poll books, the county election board may deliver the electronic poll book to the inspector or inspector's authorized representative for delivery to the polls. Before delivery of an electronic poll book, the county election board shall do the following: 1) affix a tamper-proof numbered seal to the electronic poll book or a secure container that includes a single electronic poll book; 2) record the number of the seal affixed to each electronic poll book or container; and 3) provide a list of the units and the number of the unit's seal to the inspector. A county election board may adopt a unanimous resolution to use an alternative electronic poll book delivery protocol instead of using seals but the resolution must be filed with the Election Division before delivery and the resolution must set forth the following information: 1) The method to be used to ensure that an electronic poll book is not accessed, modified, or tampered with after the electronic poll book is transferred by the county election board to the inspector or the inspector's authorized representative for delivery; and 2) The method for a precinct election board or vote center officers to determine and document on behalf of the county election board that each electronic poll book was successfully secured against improper access, modification, or tampering before delivery to the polling place or vote center. (IC 3-11-3-10)

**Beginning at noon**, a county that uses electronic poll books at the polls on Election Day or that has adopted a vote center plan may adopt a resolution, and by unanimous vote of the entire membership of the board, may have their absentee ballot counters, in the presence of the county election board, process the absentee ballot of a voter as any absentee ballot that has been received by the county election board not later than noon, four (4) days before the election. The absentee ballot counters shall do all the following:

- (1) Conduct a review of the absentee ballot required IC 3-11.5-4-12(a)-(c). Marion County and any other county that has adopted a resolution to forgo the second review of the absentee ballot envelope and determining if the voter is a qualified of the precinct for all voters who voted absentee in-person or by travel board apply to this procedure. County election boards cannot pass a resolution to waive the second signature review of absentee ballots sent by mail.
- (2) Determine if the absentee ballot cannot be counted according to IC 3-11.5-4-13.
- (3) Open the envelope containing the absentee ballot in a manner that does not deface or destroy the affidavit and take out each ballot enclosed without unfolding or permitting the ballot to be unfolded or examined.
- (4) Determine if the absentee ballot has been endorsed with the initials of:
  - a. the two (2) members of the absentee voter board in the office of the clerk of the circuit court under IC 3-11-4-19 or IC 3-11-10-27;
  - b. the two (2) members of the absentee voter board visiting the voter under IC 3-11-10-25; or
  - c. the two (2) appointed members of the county election board or the members' designated representatives under IC 3-11-4-19.

If the team of absentee ballot counters determines the absentee ballot can be counted, then the absentee ballot must be stored in an envelope or container kept for ballots of the same precinct. The envelope or container must have the name of the precinct written on the envelope or container and be stored in a secure manner under dual lock controlled by both appointed



members of the county election board. (Marion County has separate procedures for storing its absentee ballots.) (IC 3-11.5-4-11.5)

### **SUNDAY, APRIL 30, 2023**

**DEADLINE**, for a county to submit a proposal to establish a voting system purchase cumulative fund to the Department of Local Government Finance to levy a tax for the cumulative fund in 2023 to provide for the purchase of voting systems or electronic poll books. (IC 3-11-6-1; IC 6-1.1-17-16.7; IC 6-1.1-41-4)

## **CFA**

**6 a.m.**, end of the pre-primary supplemental campaign finance large contribution reporting period for candidates on the primary ballot. Contributions from a person that total \$1,000 or more received by a candidate on the primary election ballot after that time must be reported on the committee's pre-municipal election campaign finance report. (IC 3-9-5-20.1)

**DEADLINE** for a precinct inspector or other member of the precinct election board authorized in writing by the inspector may pick up ballots and election supplies for the inspector's precinct. In counties that use electronic poll books, the county election board may deliver the electronic poll book to the inspector or inspector's authorized representative, subject to the requirements noted above under April 30, 2023. (IC 3-11-3-10(a))

**DEADLINE**, in a county that does not use electronic poll books, for the circuit court clerk or the Lake, Porter, and Tippecanoe County boards of election and registration to provide a certificate to inspectors stating the names of the voters: (1) to whom absentee ballots were sent or who marked ballots in person; and (2) whose ballots have been received by the county election board under IC 3-11-10. The clerk may provide the inspector with a **pre-marked poll list** that indicates individuals who have voted by absentee ballot when the inspector picks up the poll list and other supplies on the weekend before Election Day. In counties that use electronic poll books the names of voters from whom absentee ballots have received are updated through noon on election day eliminating the need for lists of absentee voters or absentee ballot couriers. (IC 3-11.5-4-1; IC 3-11.5-4-22; IC 3-11.5-4-24)

**Beginning at noon**, a county that uses electronic poll books at the polls on Election Day or that has adopted a vote center plan may adopt a resolution, and by unanimous vote of the entire membership of the board, may have their absentee ballot counters, in the presence of the county election board, process the absentee ballot of a voter as any absentee ballot that has been received by the county election board not later than noon, three (3) days before the election. The absentee ballot counters shall do all the following:

- (1) Conduct a review of the absentee ballot required IC 3-11.5-4-12(a)-(c). Marion County and any other county that has adopted a resolution to forgo the second review of the absentee ballot envelope and determining if the voter is a qualified of the precinct for all voters who voted absentee in-person or by travel board apply to this procedure. County election boards cannot pass a resolution to waive the second signature review of absentee ballots sent by mail.
- (2) Determine if the absentee ballot cannot be counted according to IC 3-11.5-4-13.
- (3) Open the envelope containing the absentee ballot in a manner that does not deface or destroy the affidavit and take out each ballot enclosed without unfolding or permitting the ballot to be unfolded or examined.
- (4) Determine if the absentee ballot has been endorsed with the initials of:
  - a. the two (2) members of the absentee voter board in the office of the clerk of the circuit court under IC 3-11-4-19 or IC 3-11-10-27;
  - b. the two (2) members of the absentee voter board visiting the voter under IC 3-11-10-25; or

- c. the two (2) appointed members of the county election board or the members' designated representatives under IC 3-11-4-19.

If the team of absentee ballot counters determines the absentee ballot can be counted, then the absentee ballot must be stored in an envelope or container kept for ballots of the same precinct. The envelope or container must have the name of the precinct written on the envelope or container and be stored in a secure manner under dual lock controlled by both appointed members of the county election board. (Marion County has separate procedures for storing its absentee ballots.) (IC 3-11.5-4-11.5)

**SUNDAY, APRIL 30, 2023**

**DEADLINE** for the state chairmen of each major political party to nominate two (2) individuals for appointment by the governor to a seat on the Indiana election commission. (IC 3-6-4.1-4)

# MAY 2023

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## MONDAY, MAY 1, 2023

**DEADLINE** for each county sheriff to provide a county voter registration office with a quarterly report of each Indiana resident who has been convicted of a crime and been placed in a county correctional facility. (*Transferred from Sunday, April 30, 2023*) (IC 3-7-46-6) **STATE FORM: VRG-1 (County Sheriff Quarterly Report to County Voter Registration Office)**

**ABS DEADLINE**, by noon, for a voter to vote an absentee ballot in-person in one office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration or at a satellite absentee voting facility established by the county election board. A voter in the act of voting at noon may complete voting and a voter waiting in line to vote at noon may vote, if otherwise qualified to do so, and if the Circuit Court Clerk's designee indicates that the voter was present at noon by writing down the name of the voter, stamping the voter's hand, or standing immediately behind the last voter in line at noon. (IC 3-11-10-26; IC 3-11-8-11.3)

**ABS DEADLINE**, by noon, for the Indiana Election Division, circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration to receive a mailed, faxed, emailed, or hand delivered absentee ballot application from a voter requesting an absentee travelling board to visit the voter at the voter's location because of illness or injury of the voter, or because the voter is caring for a confined person at a private residence. (IC 3-11-4-3(a)(3); IC 3-11-4-3(b); IC 3-11-10-25)

**ABS DEADLINE**, by noon, for the Indiana Election Division, circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration to receive a Federal Postcard Application (FPCA) from a military or overseas voter who requests to vote an absentee ballot by fax or email. The application may be delivered to the circuit court clerk and Lake, Porter, and Tippecanoe County boards of elections and registration by hand, mail, fax, or email. (IC 3-11-4-3(a)(2)(B); IC 3-11-4-3(b); IC 3-11-4-4(a))

**DEADLINE**, by noon, for the county chairmen of the two major political parties to make a written recommendation to the county election board for the appointment of individuals as provisional ballot counters. If a county chairman fails to make a nomination, the county election board may appoint any voter of the county. (*Transferred from Saturday, April 29, 2023*; IC 3-11.7-3-4; IC 3-11.7-3-5)

**Beginning at noon**, a county that uses electronic poll books at the polls on Election Day or that has adopted a vote center plan may adopt a resolution, and by unanimous vote of the entire membership of the board, may have their absentee ballot counters, in the presence of the county election board, process the absentee ballot of a voter as any absentee ballot that has been received by the county election board not later than noon, two (2) days before the election. The absentee ballot counters shall do all the following:

- (1) Conduct a review of the absentee ballot required IC 3-11.5-4-12(a)-(c). Marion County and any other county that has adopted a resolution to forgo the second review of the absentee ballot envelope and determining if the voter is a qualified of the precinct for all voters who voted absentee in-person or by travel board apply to this procedure. County election boards cannot pass a resolution to waive the second signature review of absentee ballots sent by mail.
- (2) Determine if the absentee ballot cannot be counted according to IC 3-11.5-4-13.

- (3) Open the envelope containing the absentee ballot in a manner that does not deface or destroy the affidavit and take out each ballot enclosed without unfolding or permitting the ballot to be unfolded or examined.
- (4) Determine if the absentee ballot has been endorsed with the initials of:
  - a. the two (2) members of the absentee voter board in the office of the clerk of the circuit court under IC 3-11-4-19 or IC 3-11-10-27;
  - b. the two (2) members of the absentee voter board visiting the voter under IC 3-11-10-25; or
  - c. the two (2) appointed members of the county election board or the members' designated representatives under IC 3-11-4-19.

If the team of absentee ballot counters determines the absentee ballot can be counted, then the absentee ballot must be stored in an envelope or container kept for ballots of the same precinct. The envelope or container must have the name of the precinct written on the envelope or container and be stored in a secure manner under dual lock controlled by both appointed members of the county election board. (Marion County has separate procedures for storing its absentee ballots.) (IC 3-11.5-4-11.5[NEW])

### **MONDAY, MAY 1, 2023**

**DEADLINE**, by 4 p.m., for a voter who has moved to a different precinct within the same county and congressional district and, in this municipal election year, **within the same city or town**, to execute a transfer request for the voter's registration in the county voter registration office if the voter otherwise qualifies. This transfer allows the voter to return to the voter's old precinct and vote at that location one final time. (IC 3-10-11-7; IC 3-10-12-4) **STATE FORM: VRG-4/12 (Affidavit of Request for Transfer of Voter Registration at the Time of Requesting a Ballot)**

**DEADLINE**, by 4 p.m., for a voter who has moved to a different precinct in Indiana less than 30 days before the municipal election, to execute a voter registration transfer request in the county voter registration office. **In a municipal election year, this procedure only applies to a voter who changes residence within the same city or town.** This transfer allows the voter to return to the voter's precinct of former residence and vote at that location one final time. After this time, the affidavit may be executed in person at the polling place in the voter's precinct of former residence. (IC 3-10-11-7) **STATE FORM: VRG-4/12 (Affidavit of Request for Transfer of Voter Registration at the Time of Requesting a Ballot)**

**DEADLINE**, by 6 p.m., for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registrations to deliver the voting system and equipment to each polling place. In precincts using computerized electronic voting systems, the county election board shall have the system put in order, set and adjusted, and ready for use in voting. Voting systems may be delivered to precincts by any of the following: 1) the county election board; 2) a bipartisan team of individuals as designated by the county election board; or 3) a commercial delivery entity contracted by the county election board. A person who is imprisoned (such as a county jail inmate), subject to lawful detention, on probation, subject to home detention, or placed a community corrections program, may not deliver a voting system. The person or persons delivering the voting system must sign a certificate that contains the following: 1) a statement that the voting system remained in the custody and control of the persons delivering the voting system during the period between leaving the custody of the county election board and delivery to the polling location; 2) a statement that no other individual had access to any voting system; and 3) documentation of an individual who received the voting system when it was delivered to the polls; and 4) the written name and signature of the individual receiving the voting system at the polls. The person or persons delivering the voting system must file the completed certificate with the county election board immediately upon delivery. (IC 3-11-3-10,

IC 3-11-11-1.8; IC 3-11-13-6; IC 3-11-14-13) **STATE FORMS: CEB-1A (Certification of Delivery of Voting Systems to Precinct or Vote Center)**

**MONDAY, MAY 1, 2023**

**DEADLINE** for a county election board to conduct a training and educational meeting for inspectors, judges, poll clerks, assistant poll clerks, and sheriffs. Inspectors must attend this meeting. The county election board may require other precinct election officers to attend as well. A county election board may allow an individual to serve as a precinct election officer if the individual is appointed after the training and educational meeting or the poll worker demonstrates to the county election board that the individual was unable to attend the meeting due to a good cause. (IC 3-6-6-40)

Each full service license branch must remain open from 8:30 a.m. local time until 8:00 p.m. local time, solely for the purpose of issuing driver's licenses and state identification cards. (IC 9-14.1-2-5)

**DEADLINE** for the county election board in a vote center county to do both of the following: 1) Make the comparison between the sample ballots, regular official ballots, and provisional ballots; and 2) Certify that the ballots are in agreement on the CEB-40. A copy of the certification shall be entered into the minutes of the county election board. The county election board to have copies of each sample ballot for each precinct available for inspection by a voter at each vote center and post a notice in the vote center stating that sample ballots are available for inspection upon request by the voter. (IC 3-11-11-1.9, IC 3-11-13-27, IC 3-11-14-17) **STATE FORM: CEB-40 (Certificate of Ballot Agreement in a Vote Center County; Notice to Voters)**

**ABS**

**DEADLINE** (by midnight) for a travelling absentee voter board to visit and vote a voter at the voter's location because of illness or injury or because the voter is caring for a confined person at a private residence. A county election board, by unanimous vote of its entire membership, may authorize a person who is otherwise qualified to vote in person to vote by absentee ballot if the board determines that the person has been hospitalized or suffered an injury following the final date and hour for applying for an absentee ballot that would prevent the person from voting in person at the polls. (IC 3-11-4-1; IC 3-11-10-25; IC 3-11-10-24(b))

# TUESDAY, MAY 2, 2023

## PRIMARY ELECTION DAY

**DEADLINE**, by 5 a.m., for the members of the precinct election board, poll clerks, and sheriffs to meet at the polling place. (IC 3-11-11-2; IC 3-11-13-27; IC 3-11-14-16)

In a poll using an electronic voting system that is not a vote center, each precinct election board must: (1) compare the ballot label on each electronic voting system with the sample ballot to see that it is correct; (2) see that the system records zero (0) votes for each candidate and on each public question; and (3) see that the system is otherwise in perfect order before the polls open. The board then shall certify that the ballot labels and the sample ballots are in agreement. (IC 3-11-14-13; IC 3-11-14-17) **STATE FORM: PRE-1 (Precinct or Vote Center Oath Book)**

In a poll using an optical scan ballot card voting system that is not a vote center, the precinct election board must (1) compare the ballot cards used in the marking device with the sample ballots furnished and determine whether the names, numbers, and letters are in agreement; (2) see that the system records zero (0) votes for each candidate and on each public question; and (3) see that the system is otherwise in perfect order before the polls open. The board then shall certify that the ballot labels and the sample ballots are in agreement. (IC 3-11-13-27) **STATE FORM: PRE-1 (Precinct or Vote Center Oath Book)**

In a vote center county using an optical scan ballot card voting system or an electronic voting system, the precinct election board shall see that the system records zero (0) votes for each candidate and on each public question and see that the system is otherwise in perfect order. (IC 3-11-13-27(d); IC 3-11-14-17(a)) Additionally, not later than the first date that a voter may cast a ballot at a vote center, the county election board shall make a comparison between the sample ballots, regular official ballots, and provisional ballots and certify that the ballots are in agreement. (IC 3-11-13-27(d); IC 3-11-14-17(c))

In a county using electronic poll books, the inspector and judge of the opposite political party from the inspector certify the following regarding the seal on each electronic poll book or container of a single electronic poll book provided to this precinct by the county election board: 1) The seal is intact; 2) The seal shows no evidence of tampering; 3) The seal bears the number indicated on the list provided to the inspector by the county election board. (IC 3-11-8-7.5) **STATE FORM: PRE-1 (Precinct or Vote Center Oath Book)**

The precinct election board shall post the Voter's Bill of Rights in a public place in each polling place on election day. (IC 3-5-8-3)

In counties that are not vote center counties, the precinct election board shall post sample ballots near the entrance to the polls and see that they are available to public inspection throughout the day. (IC 3-11-11-1.9; IC 3-11-13-27; IC 3-11-14-17)

In a vote center county, the county election board shall post a notice stating that the sample ballots for each precinct are available upon request by the voter. (IC 3-11-11-1.9; IC 3-11-13-10) **STATE FORM: CEB-40 (Certification of Ballot Agreement in Vote Center County and Notice to Voters)**

In a county using electronic poll books, the county election board shall provide a notice that the inspector shall post that warns that making a false statement by signing the electronic poll list or concerning the individual's name or residence address is punishable as a Level 6 felony. The notice must be posted in a location clearly visible to a voter who provides

information to the precinct election officer using the electronic poll book. (IC 3-7-29-1; IC 3-11-13-11)

5:30 a.m. a challenger, pollbook holder, or watcher may enter into the polling place. (IC 3-6-7-5; IC 3-6-8-4; IC 3-6-9-13; IC 3-6-10-5.5; IC 3-11-8-15; IC 3-11-8-16)

Each full service license branch must remain open from 6:00 a.m. local time until 6:00 p.m. local time, solely for the purpose of issuing driver's licenses and state identification cards. (IC 9-14.1-2-5)

**POLLS OPEN**, 6 a.m. to 6 p.m., prevailing local time. (IC 3-11-8-8)

Any time after 6:00 a.m., in a vote center county or county that uses electronic poll books that has passed a unanimous resolution of the county election board, for absentee counters to begin counting absentee ballots. Absentee ballots must be processed by the absentee ballot counters prior to counting and the electronic poll books must be updated to reflect receipt of the absentee ballots not later than 12:01 a.m. on election day under this procedure. (IC 3-11.5-4-11)

The appointments of precinct judge, poll clerk, or sheriff expire at NOON if they were appointed to serve in that precinct election office for the first half of election day. The beginning of the term of a precinct election officer appointed to serve for the last part of election day. (IC 3-6-6-10; IC 3-6-6-11)

**DEADLINE**, by noon, for certain absent uniform services voters (*or the voter's spouse or dependent*), not previously registered, to register and vote in the office of the clerk or at another location as designated by resolution of the county election board. (IC 3-7-36-14; IC 3-11-4-3)  
**STATE FORMS: ABS-IN PERSON, VRG-11, ABS-11 (Uniform Services Voter Registration Certificate), ABS-13 (Affidavit for Late Registration by Absent Uniform Service Voter in 2023)**

**DEADLINE**, by noon, for the county voter registration office to visit the appropriate post office to accept delivery of mail containing residency confirmation documentation submitted by a first-time Indiana voter who submitted a voter registration application by mail and who has, up to that point, failed to submit residency confirmation documents. The county voter registration office shall immediately notify the county election board of the names of voters who have filed additional residency confirmation documents so that the county election board can send this information to precinct election boards and absentee ballot counters. (IC 3-11-10-11; IC 3-11.5-4-12)

**DEADLINE**, by noon, for the clerk (or clerk's agent) to visit the post office to receive voted absentee ballots sent by mail. In general, absentee ballots delivered by hand, mail, fax, or email that are received after 6:00 pm, local prevailing time, are considered as arriving too late and may not be counted. (IC 3-11.5-4-7) *Note: This 6:00 pm deadline for receipt of absentee ballots does not apply to an absentee ballot mailed by an overseas voter. See related entry for May 12, 2023.*

**DEADLINE**, by 3 p.m., in a county that uses paper poll books instead of electronic poll books, for the county election board or Lake, Porter, and Tippecanoe County boards of election and registration (*or their agent*) to deliver a certificate to each precinct setting forth the absentee ballots received by noon on election day. (IC 3-11.5-4-8)

**DEADLINE**, by 5 p.m., for the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to issue a certificate to a voter who appears in

person before the board if the voter's absentee ballot has been rejected or the voter's absentee ballot was not received by noon on election day, to permit that voter to vote at the precinct if otherwise qualified to do so. (IC 3-11.5-4-13; IC 3-11.5-4-21) **STATE FORM: ABS-21 (Certificate of Absentee Ballot Rejection or Failure to Timely Receive Absentee Ballot By Mail)**

**DEADLINE**, by 6 p.m., prevailing local time, for a county election board in all counties to receive an absentee ballot by mail, hand-delivery, fax, or electronic mail, on Election Day. (IC 3-11.5-4-10) *Note: This 6:00 pm deadline for receipt of absentee ballots does not apply to an absentee ballot mailed by an overseas voter or overseas military voter. See related entry for May 12, 2023.*

**DEADLINE**, 6 p.m., for a voter who returned an **absentee ballot** and is required to submit additional residency confirmation documents, to file the additional documents with the county voter registration office for the ballot to be counted. (IC 3-11-4-18; IC 3-11.5-4-12; IC 3-11.7-5-2(c))

**DEADLINE**, by 6 p.m., for a voter who voted a **provisional ballot** at the polls because the voter failed to provide required additional residency confirmation documentation prior to voting for the voter to file a copy of the required additional residency confirmation documentation with the county voter registration office to permit the provisional ballot to be counted. If the voter fails to meet this deadline, the voter's provisional ballot is invalid and may not be counted. (IC 3-11-8-25.2; IC 3-11.7-5-2(c))

**DEADLINE**, by 6 p.m., for the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to convene in the room provided for the board to canvass votes and declare results of the election. (IC 3-12-4-6) *(Note: The deadline for declaring the results of the election does not apply to the board's determination of whether to count provisional ballots. See related entry for May 12, 2023)*

In counties using a ballot card voting system where votes cast on ballot cards at the precinct on election day are tabulated at a central location, all ballot cards must be sealed and delivered to the canvassing location immediately after the polls are closed and the number of ballot cards are counted and compared with the number of voters shown on the poll lists. (IC 3-12-3-1; IC 3-12-3-2)

In counties using a ballot card voting system where votes cast on ballots cards at the precinct on election day are tabulated at the polling location where the ballot was cast, the precinct election board shall (1) process the ballots cards with the automatic tabulating machine provided to the precinct, if the vote is not automatically registered by the ballot card voting system when the ballot completes and cast their ballot; (2) take the vote as tabulated by the automatic tabulating system or as automatically registered by the ballot card voting system; and (3) certify the totals and the ballot count on forms supplied to the precinct for that purpose. Copies of that vote totals that have been tabulated shall be delivered to each member of the precinct election board. One (1) copy of the vote totals shall be prepared and signed by the precinct election board for the news media on a form furnished by the county election board. (IC 3-12-3-2)

If a precinct election board administers more than one (1) precinct at an Election Day polling location, the board shall keep the ballots cast in each precinct separate from ballots cast in any other precinct, so that the votes cast for each candidate and on each public question in each of the precincts administered by the board may be determined. In a vote center county,



Except for Marion County, the precinct election board administering an election at a vote center shall keep the ballots cast in each precinct separate from the ballots cast in any other precinct whose election is administered at the vote center, so that the votes cast for each candidate and on each public question in each of the precincts administered by the board may be determined and included on the statement required by IC 3-12-4-9. (IC 3-11-8-4.3; IC 3-12-3.5-3; IC 3-11-18.1-14)

In a precinct using a direct record electronic (DRE) voting system, the inspector must announce after the close of the polls and the tabulation of votes that the printout of precinct results is available for inspection by precinct election officials and watchers. If a precinct or vote center uses a direct record electronic voting system that contains a voter verifiable paper audit trail, the election board is not required to print out the paper audit trail in preparing the certificates setting forth the number of votes prepared. (IC 3-12-3.5-2; IC 3-12-3.5-3)

At the close of the polls, the precinct election board must seal all provisional ballots and any spoiled provisional ballots in the required container. The inspector must return the container to the circuit court clerk at the close of the polls. (IC 3-11.7-2-4)

**DEADLINE**, by 8 p.m., for the county election board to begin entering unofficial results on the state's election results website using SVRS. Must be done at least every two (2) hours from 8 p.m. to midnight on Election Day, then resume entering unofficial election results at 9 a.m., local prevailing time, the day following Election Day, at least once an hour, until the unofficial results are published. (IC 3-12-4-6.3)

**DEADLINE**, by midnight, for the inspector and judge of the opposite political party to deliver to the county election board or Lake, Porter, and Tippecanoe County boards of elections and registration certification of the vote count and other election materials. (IC 3-12-2-7; IC 3-12-3-10; IC 3-12-3.5-4) **STATE FORM: CEB-1B (Certification of Return of Precinct or Vote Center Election Materials by Inspector and Judge)**

**DEADLINE**, any time after the polls close, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registrations to return the voting system and equipment from each polling place to a storage facility to be secured under IC 3-11-15-46. Voting systems may be returned from polling places by any of the following: 1) the county election board; 2) a bipartisan team of individuals as designated by the county election board; or 3) a commercial delivery entity contracted by the county election board. A person who is imprisoned (such as a county jail inmate), subject to lawful detention, on probation, subject to home detention, or placed in a community corrections program, may not deliver a voting system. The person or persons delivering the voting system must sign a certificate that contains the following: 1) a statement that the voting system remained in the custody and control of the persons returning the voting system during the period between leaving the polling place and delivery to the location designated for securing voting systems under IC 3-11-15-46; 2) a statement that no other individual had access to any voting system; and 3) documentation of an individual who received the voting system when it was being returned from the polls; and 4) the written name and signature of the individual receiving the voting system at the polls. The person or persons delivering the voting system must file the completed certificate with the county election board immediately upon delivery. (IC 3-12-3-2.2; IC 3-12-3.5-4.5) **STATE FORM: CEB-1C (Certification of the Return of Voting Systems)**

The appointment of a precinct election officer expires when the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration complete the canvass of the precinct. (IC 3-6-6-37)

## WEDNESDAY, MAY 3, 2023

CAN

First day that a major political party may fill a candidate vacancy that resulted because no candidate filed for the primary election. (IC 3-13-1-2; IC 3-13-1-7) **STATE FORMS: CAN-47 (Call of Political Party Caucus to Fill an Early Ballot Vacancy for a City or Town Office), CAN-48 (Declaration of Candidacy and Written Consent to Fill a Ballot Vacancy for a City or Town Office), CAN-49 (Certificate of Candidate Selection to Fill an Early Ballot Vacancy for a City or Town Office), and CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

Effective date of an order adopted on or after March 3, 2023, by the board of commissioners of a county to establish a board of registration to administer voter registration within the county, rescinding a previously adopted order to establish a board of registration, or abolishing a board of registration previously established by state law (IC 3-12-7-3) before that law was repealed. (IC 3-7-12-5; IC 3-7-12-5.5)

Effective date of an order adopted by a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration on or after March 3, 2023 to rescind any previously adopted resolution before the 2023 primary providing that absentee ballots to be voted before a traveling absentee board are to be initialed by the county election board or board of elections and registration (*and not initialed by the traveling board visiting the voter*). (IC 3-11-10-27)

Effective date of an order adopted by a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration adopting a vote center plan that was not filed with the Indiana Election Division by March 3, 2023. (IC 3-11-18.1-8)

## THURSDAY, MAY 4, 2023

**DEADLINE**, for the county election board to provide notice to a voter where it is determined their absentee ballot has been returned with a signature mismatch or a missing signature on the absentee ballot envelope if the determination of the missing signature or signature mismatch is on election day. (IC 3-11.5-4-13.5; IC 3-11.5-4-13.6) **STATE FORMS: ABS-18A (Signature Absentee Mismatch Notice) and ABS-18B (Missing Absentee Signature Notice)**

## FRIDAY, MAY 5, 2023

**DEADLINE**, by noon, for full-service registration agency to respond to an inquiry by a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration indicating whether the agency's records contain any information regarding the registration. If the agency does not respond to the board's inquiry, or if the agency responds that the agency has no record of the alleged registration, the board shall reject the provisional ballot and (1) document on the ballot the inquiry and response, if any, by the agency; and (2) endorse the ballot with the word "Rejected" and the inquiry and response, if any, by the voter registration agency. (IC 3-11.7-5-2)

**DEADLINE**, if the county election board or the Lake, Porter, and Tippecanoe County board of elections and registration has not held a hearing to determine the validity of provisional ballots by this date to enter in the statewide voter registration system (SVRS) the name and address of each individual who has completed a provisional ballot, and the date and time the county election board will meet to determine the validity of a provisional ballot under IC 3-11.7-5. Note: If the county election board or the Lake, Porter, and Tippecanoe County board of elections and registration holds a provisional ballot hearing on or before this date the information required to be entered into SVRS must be entered not later than twenty-four (24) hours before the meeting. (IC 3-11.7-6-3)

### **SUNDAY, MAY 7, 2023**

End of the period in which a homeowner's association may not adopt or enforce a rule that prohibits a member of the association from displaying a political sign on the member's property. (IC 32-21-13-4)

### **MONDAY, MAY 8, 2023**

End of the period in which a political subdivision may not enforce an ordinance or regulation relating to the number or size of signs. "Signs" refers to a sign with a surface area of which is not greater than thirty-two (32) square feet. For purposes of determining the surface area of a sign under this section, if a sign consists of two (2) faces, only the surface area of one (1) of the faces is considered if (1) the faces are mounted back to back; and (2) the measure of the angle between the faces is not more than fifteen (15) degrees. This does not prohibit a political subdivision from enforcing an ordinance or regulation relating to the number or size of signs at any time if necessary to ensure public safety. (IC 36-1-3-11)

### **TUESDAY, MAY 9, 2023**

**DEADLINE** for a county voter registration office to notify the co-directors of the Indiana Election Division that a voter produced a receipt indicating that the voter had applied to register at the bureau of motor vehicles (*or another "full service" agency*), and was allowed to vote on election day, although the voter's name did not appear on the precinct voter registration list. (IC 3-7-48-9)

### **WEDNESDAY, MAY 10, 2023**

**DEADLINE**, by noon, for an absentee voter with a mismatched or missing signature to file an affidavit with the county election board. (IC 3-11.5-4-13.5; IC 3-11.5-4-13.6) **STATE FORMS:** ABS-18A (Signature Absentee Mismatch Notice) and ABS-18B (Missing Absentee Signature Notice)

### **FRIDAY, MAY 12, 2023**

**DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections to receive an absentee ballot cast by mail by an overseas voter. The absentee ballot is not considered to be arriving too late if the absentee ballot envelope is postmarked no later than primary election day (May 2, 2023) and the board, by unanimous vote of its entire membership, determines that the postmark date complies with this requirement. If the board is unable to determine the postmark date, the absentee ballot may not be counted. (IC 3-12-1-17).

**DEADLINE**, by noon, for a voter who voted a provisional ballot because the voter was unable or declined to present a photo identification at the polls to satisfy the photo identification requirement by producing photo identification to the county election board or circuit court clerk and signing an affidavit indicating that the voter is the same person who cast the provisional ballot on election day. The voter may also satisfy the photo identification requirement by appearing at the office of the county election board or circuit court clerk and signing an affidavit indicating that the voter is the same person who cast the provisional ballot on election day and that the voter cannot obtain a photo identification because the voter is either: a) indigent and unable to obtain a photo identification without the payment of a fee; or b) has a religious objection to being photographed. (IC 3-11.7-5-1; IC 3-11.7-5-2.5) **STATE FORM: PRO-10 (Affidavit of Challenged Voter Concerning Proof of Identification Requirement)**

**DEADLINE**, by noon, for the county election board to discuss and publish a document that compiles the following information for each precinct (or vote center in a vote center county) using a direct record electronic (DRE) voting system: 1) The number of votes cast on the electronic voting systems in the precinct (or vote center), as shown on the form returned from the precinct (or vote center); 2) The number of voters who received a ballot at the polls

according to the poll lists as shown on the form returned from the precinct (or vote center); and 3) The difference between the number in subdivision (1) and the number in subdivision (2). Counties using an optical scan ballot card voting system on Election Day are not subject to this requirement. (IC 3-12-3.5-8) **STATE FORM: PRE-16 (Inspector and Judge's Report of Total Number of Votes Cast on Electronic Voting Systems in Precinct / Vote Center and Number of Voters Who Received Ballot at Precinct Vote Center as Indicated by Signing Poll List)**

### FRIDAY, MAY 12, 2023

**DEADLINE**, by 3 p.m., for a county election board or the Lake, Porter, and Tippecanoe County boards of elections to make a determination whether to count a provisional ballot. Immediately upon completion of the provisional ballot count, the provisional ballot counters must make a certificate showing the total number of provisional ballots cast for each candidate and on each public question. (IC 3-11.7-5-1; IC 3-11.7-5-28)

### MONDAY, MAY 15, 2023

**CFA** **DEADLINE** for the county election board, or the Lake, Porter and Tippecanoe County boards of elections and registration to send a campaign finance delinquency notice to a person who failed to file a pre-primary campaign finance report. (*Transferred from Sunday, May 14, 2023*; IC 3-9-4-14(a)(2)(A))

**CFA** **DEADLINE** for the Indiana Election Division to send a campaign finance delinquency notice to a person who failed to file a pre-primary campaign finance report. (*Transferred from Sunday, May 14*; IC 3-9-4-14(a)(2)(A))

**DEADLINE**, by noon, for the county election board and Lake and Tippecanoe County boards of elections and registration to certify the election results for each candidate and on each public question in the primary in a statement prepared by the circuit court clerk. **The statement must be sent by using SVRS unless the Indiana Election Division authorizes the use of an alternative method for transmission of the results.** (IC 3-10-6-8; IC 3-10-1-32; IC 3-10-1-33; IC 3-12-4-9) **SVRS FILINGS: CEB-23 (Statement of the Votes Cast for Nomination to Offices and Election as State Convention Delegate in the Democratic Party Primary), CEB-24 (Statement of the Votes Cast for Nomination to Offices and Election as State Convention Delegate in the Republican Party Primary)**

**DEADLINE**, by noon, for a circuit court clerk or the Lake and Porter County Election Directors to send to the Indiana Election Division a Statement of the Votes Cast on Local Public Questions. **This must be sent using SVRS unless the Indiana Election Division authorizes the use of an alternative method for transmission of the results.** (IC 3-10-1-32; IC 3-10-1-33; IC 3-12-5-1) **SVRS FILINGS: CEB-25 (Statement of the Votes Cast for School Board Offices and on Local Public Questions), CEB-26A (Certificate of Circuit Court Clerk Declaring Public Question to Reorganize Political Subdivisions Approved or Rejected), CEB-26B (Certificate of Circuit Court Clerk Declaring Public Question to Reorganize Municipality and Township Approved or Rejected), CEB-26C (Certificate of Circuit Court Clerk Declaring Public Question to Reorganize Municipality and County That Does Not Contain a Consolidated City Approved or Rejected)**

**DEADLINE**, for a county election board or the Lake, Porter, and Tippecanoe County board of elections and registration to enter in the statewide voter registration system (SVRS) for each individual who has completed a provisional ballot whether the individual's provisional ballot was counted, and if the individual's provisional ballot was not counted the reason why the provisional ballot was not counted. (IC 3-11.7-6-3)

## TUESDAY, MAY 16, 2023

**VR** **Voter Registration Begins.** First day after the primary election that an individual may register to vote. (IC 3-7-13-10)

**ABS** First day a circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration may receive an absentee ballot application from a voter for the general election. (IC 3-11-4-3(a); IC 3-11-4-6(b)) **STATE FORMS ABS-MAIL, ABS-TRAVELING BOARD, ABS-IN PERSON; ABS-ATTORNEY GENERAL** *NOTE: The Federal Post Card Application (FPCA) used by military and overseas voters and the combined form used by voters with print disabilities may be filed at any time during the calendar year; however, the FPCA or combined form must be received by specific deadlines for voter registration and a request for an absentee ballot.*

**DEADLINE**, by noon, for a candidate for nomination to a local office to file a verified petition for a recount or contest of the primary election with the appropriate circuit court clerk. (IC 3-12-6-2; IC 3-12-8-5) *See also Friday, May 19, 2023, deadline for a county chairman to file a petition.*

**DEADLINE**, by noon, for a voter who desires a recount of the votes cast at the primary election concerning a local public question to file a verified petition with the circuit court clerk. (IC 3-12-12-2)

**DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to **transmit** a post-election report concerning the primary election to the Indiana Election Division and certified precinct level election results. **This must be sent using SVRS.** (IC 3-6-5-17; IC 3-6-5-17.5) **STATE FORM: CEB-9, Section I (County Election Report)**

**VR** First day for county voter registration office to register certain absent uniform services voters who registered after the close of registration but did not vote in the primary election. (IC 3-7-36-14(f))

## FRIDAY, MAY 19, 2023

**DEADLINE**, by noon, for the county chairman of a candidate for nomination to a local office to file a verified petition for a recount of the primary election with the appropriate circuit court clerk if a candidate has not previously filed a recount petition. (IC 3-12-6-2)

**DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to correct an error in the certification of the vote for a candidate or on a public question on the primary ballot. (IC 3-12-5-14)

First day, after noon, that unused ballots from the primary election may be destroyed, unless a recount or contest action has been filed. The county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration shall retain one (1) regular official ballot from each township in the county and one (1) provisional ballot from any precinct in the county as part of the board's minutes. (IC 3-11-3-31; IC 3-6-5-13) *NOTE: Voted ballots must remain sealed for a period of 22-months, and after this period, may be destroyed pursuant to IC 3-10-1-31.1. If a recount or contest has been filed affecting an election in the county, then the unused ballots may not be destroyed until completion of the recount or contest.*

**TUESDAY, MAY 23, 2023**

**DEADLINE**, by noon, for a candidate for nomination to a local office to file a verified cross-petition for a recount of the primary election with the appropriate circuit court clerk. (IC 3-12-6-4)

**MONDAY, MAY 29, 2023**

**Memorial Day**

Indiana Election Division closed

# JUNE 2023

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## THURSDAY, JUNE 1, 2023

**DEADLINE**, for the board of commissioners of a county to adopt an ordinance scheduling the initial election of town officials in a newly incorporated town to be conducted on the same date as the November 8, 2023, municipal election. (IC 36-5-1-10.1)

## THURSDAY, JUNE 15, 2023

**DEADLINE** for a county voter registration office to mail an Affidavit of Request to Update Voter Registration at the Time of Requesting a Ballot (VRG 4/12) and the original registration of a voter who changed residence to another county in Indiana less than 30 days before the 2023 primary election, to the county where the person currently resides as shown in the affidavit. Upon mailing the affidavit and original registration to another county, the registration in the county of the person's former residence shall be canceled. (IC 3-7-43-4)

## FRIDAY, JUNE 23, 2023

**CAN** **DEADLINE** to send a notice by first class mail to precinct committeemen concerning a caucus to be held by noon, July 3, 2023, to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for nomination to a city or town office for which candidates must file a declaration of candidacy with the circuit court clerk or a board of elections and registration. (IC 3-13-1-9(5)) **STATE FORM: CAN-47 (Call of Party Caucus to Fill an Early Ballot Vacancy for a City or Town Office)**

**CAN** **DEADLINE** for state chairman of Libertarian Party to file a notice of intent to fill a candidate vacancy with the circuit court clerk or Lake and Tippecanoe County board of elections and registration ten (10) days in advance of filling a vacancy concerning a vacancy filled by the noon July 3, 2023, deadline, for an office nominated by the Libertarian Party at a city convention or a town convention in a town having a population of 3,500 or more. (IC 3-13-1-20) **STATE FORM: None.**

**CAN** **DEADLINE**, by noon, to file a copy of the notice sent to precinct committeemen with the circuit court clerk or Lake, Porter, and Tippecanoe County board of elections and registration concerning a caucus to be held by noon, July 3, 2023, to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for a nomination to a city or town office for which candidates must file a declaration of candidacy with the circuit court clerk or a board of elections and registration. (IC 3-13-1-9(6); IC 3-5-4-1) **STATE FORM: CAN-47 (Call of Party Caucus to Fill an Early Ballot Vacancy for a City or Town Office)**

## FRIDAY, JUNE 30, 2023

**CAN** **DEADLINE** to file a declaration of candidacy with the chairman of the caucus at least 72-hours before the time set for the beginning of the caucus to be held on July 3, 2023, to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for a nomination to a city or town office for which candidates must file a declaration of candidacy with the county election board or a board of elections and registration. (IC 3-13-1-10.5(a); IC 3-5-4-1) **STATE FORM: CAN-48 (Declaration of Candidacy and Written Consent to Fill a Ballot Vacancy for a City or Town Office)**

**FRIDAY, JUNE 30, 2023**

**CAN** **DEADLINE** to file a declaration of candidacy with the circuit court clerk or Lake, Porter, and Tippecanoe County board of elections and registration at least 72-hours before a caucus to be held on July 3, 2023, to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for a nomination to a city or town office for which candidates must file a declaration of candidacy with the county election board or a board of elections and registration. (IC 3-13-1-10.5(a); IC 3-5-4-1) **STATE FORM: STATE FORM: CAN-48 (Declaration of Candidacy and Written Consent to Fill a Ballot Vacancy for a City or Town Office)**

**CAN** **DEADLINE**, by noon, to file a petition of nomination to place an independent candidate or a minor party candidate (*other than a Libertarian Party candidate*) on the 2023 ballot for election to a city or town office with the appropriate county voter registration office for verification of the signatures on the petition. These candidates will file their certified petitions with a county election board or a county board of elections and registration for placement on the municipal election ballot. The certified petitions must be accompanied by each petition candidate's written consent to be placed on the ballot and a statement of economic interests (only if the county voter registration official is the circuit court clerk). (IC 3-8-6-12 and IC 3-8-9-5) **STATE FORMS: CAN-44 (Petition of Nomination for a City or Town Office in 2023); CAN-45 (Consent of Independent or Minor Political Party Candidate Nominated by Petition for a City or Town Office in 2023); CAN-12 (Statement of Economic Interests for Local or School Board Office)**

**CFA** End of semi-annual campaign finance reporting period for candidates' committees for a statewide office.) (IC 3-9-5-9)

**DEADLINE** for a local recount commission to complete a recount filed as a result of the primary election unless the court extends the date after finding good cause to do so. (IC 3-12-6-21.9)



# JULY 2023

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## SATURDAY, JULY 1, 2023

**CFA** **Beginning** of quarterly reporting period for candidates' committees for a statewide office. (IC 3-9-5-9)

**CFA** **Beginning** of semiannual reporting period for candidates' committees for a statewide office. (IC 3-9-5-9(e))

Terms of two members of the Indiana Election Commission expire. (IC 3-6-4.1-3)

## MONDAY, JULY 3, 2023

**CAN** **DEADLINE**, by noon, for the Democratic or Republican Party to conduct a political party caucus (*or to use another selection procedure authorized by state law*) to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for a nomination to city or town office for which candidates must file a declaration of candidacy with the county election board or a board of elections and registration. (IC 3-13-1-2; IC 3-13-1-7)

**CAN** **DEADLINE**, by noon, for the Libertarian Party to conduct a political party convention to select candidates for municipal officers in a city or a town having a population of 3,500 or more. (IC 3-10-6-12)

**CAN** **DEADLINE**, by noon, for the state committee of the Libertarian Party to fill a vacancy existing on the municipal election ballot resulting from a vacancy for an office nominated by that party at a party convention. (IC 3-13-1-20)

**CAN** **DEADLINE**, by noon, to file a certificate of candidate selection with the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration to fill a vacancy on the municipal election ballot resulting from a vacancy on the primary election ballot for nomination to a city or town office for which candidates must file a declaration of candidacy with the county election board. The certificate of candidate selection must be accompanied by a Statement of Economic Interests. IC 3-8-9-5; IC 3-13-1-2; IC 3-13-1-7(b); IC 3-13-1-15)  
**STATE FORM: CAN-49 (Certificate of Candidate Selection to Fill an Early Ballot Vacancy for a City or Town Office in 2023); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

**CAN** **DEADLINE**, by noon, for the chairman and secretary of a Libertarian Party convention to file a certificate of nomination with a circuit court clerk or the Lake County election director, along with the consent of candidates nominated at the convention, for a city office or a town office in a town having a population of 3,500 or more. The candidate's Statement of Economic Interests must be filed no later than the date the certificate of selection is filed. (IC 3-10-6-12(c); IC 3-8-9-5) **STATE FORM: CAN-22 (Party Chairman Certification of Libertarian Party Nominees for County and Large Town Offices and Candidate's Consent to Nomination); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

**MONDAY, JULY 3, 2023**

**CAN** **DEADLINE**, by noon, for the state committee of the Libertarian Party to file a certificate of selection to fill a vacancy existing on the municipal election ballot resulting from a vacancy for an office for that party after a city convention or a town convention in a town having a population of 3,500 or more. The candidate's Statement of Economic Interests must be filed no later than the date the certificate of selection is filed. (IC 3-13-1-20; IC 3-8-9-5) **STATE FORM: CAN-32 (Party Chairman Certificate of Candidate Selection to Fill a Ballot Vacancy for County and Large Town Offices and Candidate's Consent to Fill Ballot Vacancy); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

**CAN** **DEADLINE**, by noon, for a person to file a declaration of intent to be a write-in candidate for a municipal office with a county election board or the Lake and Tippecanoe County boards of elections and registration. The candidate's declaration of candidacy must be accompanied by a Statement of Economic Interests. The name of a write-in candidate may **not** be placed on the municipal election ballot. (IC 3-8-2-2.5; IC 3-8-2-4; IC 3-8-2-6; 3-11-2-11.5; IC 3-8-9-5) **STATE FORM: CAN-51 (Declaration of Intent to be a Write-In Candidate for City or Town Office in 2023); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

**CAN** **DEADLINE**, by noon, for the state chairman of a political party which has nominated a candidate by petition for a city or town office (*other than an office in a town with a population of less than 3,500 and other than judicial candidate*) to file a certificate of candidate selection with the circuit court clerk or Lake, Porter, and Tippecanoe boards of election and registration which names an individual to replace an individual included on the petition of nomination who has ceased to be a candidate. The certificate must be accompanied by the replacement candidate's consent to be placed on the ballot. The replacement candidate's consent for a local office must be accompanied by a Statement of Economic Interests. IC 3-8-6-17; IC 3-8-9-5) **STATE FORMS: CAN-40 (Replacement of Candidate Nominated by Petition in 2023); CAN-45 (Consent of Independent or Minor Political Party Candidate Nominated by Petition for a City or Town Office in 2023); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

**CFA** Beginning of campaign finance reporting period for a candidate nominated to fill a ballot vacancy for an office paying more than \$5,000 in a calendar year existing on the municipal election ballot resulting from a vacancy on the primary election ballot unless the candidate became a candidate before this date by raising or spending more than \$100. (IC 3-5-2-32.7; IC 3-9-5-8.5; IC 3-9-1-5)

**CFA** Beginning of campaign finance reporting period for a declared write-in candidate for an office paying more than \$5,000 in a calendar year unless the candidate became a candidate before this date by raising or spending more than \$100. (IC 3-9-5-8.4)

**VR** **DEADLINE** for a county voter registration office to complete the updating of voter registration records to indicate that a voter voted at the May 3, 2023, primary election. If a recount or contest is being conducted in a county, the county voter registration office must complete the updating of the voter registration records not later than 60 days after completion of the recount or contest. (*Transferred from Saturday, July 1, 2023*) (IC 3-10-1-31.2)

**TUESDAY, JULY 4, 2023**

**Independence Day**

Indiana Election Division closed

**MONDAY, JULY 10, 2023**

A person may file a civil action alleging a violation of NVRA if: (1) the violation is not corrected within 20 days after the co-directors of the Indiana Election Division receive notice of the violation; and (2) the violation occurs not later than this date (*120 days before the municipal election*). (IC 3-7-11-14)

**CFA** **DEADLINE**, by noon for a candidate seeking an office paying more than \$5,000 in a calendar year whose certificate of candidate selection was filed July 3, 2023, to file a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than \$100. (IC 3-9-1-5) This requirement does not apply to candidates seeking an office paying less than \$5,000 in a calendar year or to a candidate for school board. **STATE FORM: CFA-1 (Statement of Organization)**

**CFA** **DEADLINE**, by noon, for a declared write-in candidate seeking an office paying more than \$5,000 in a calendar year to file a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than \$100. (IC 3-9-1-5) This requirement does not apply to candidates seeking an office paying less than \$5,000 in a calendar year or to a candidate for school board. **STATE FORM: CFA-1 (Statement of Organization)**

**MONDAY, JULY 17, 2023**

**CAN** **DEADLINE**, by noon, for a candidate nominated at the primary election, a party convention, or by petition of nomination to file a **notice of withdrawal** with the same office where the candidate's declaration, certificate of nomination, or petition was previously filed. However, a candidate disqualified for some reason specified by law, such as moving outside of the election district, may be required to withdraw even after this deadline. (*Transferred from Saturday, July 15, 2023; IC 3-8-7-28; IC 3-8-6-13.5*) **STATE FORM: CAN-46 (Municipal Election Candidate Withdrawal in 2023)**

**CAN** **DEADLINE**, by noon, for a write-in candidate to file a notice of withdrawal in the same office where the declaration of intent to be a write-in candidate had previously been filed. (*Transferred from Saturday, July 15, 2023; IC 3-8-2-2.7; IC 3-8-2-4*) **STATE FORM: CAN-46 (Municipal Election Candidate Withdrawal in 2023)**

**CAN** **DEADLINE**, by noon, for a candidate nominated by two or more political parties, or as an independent candidate and as a nominee of at least one political party, to elect which of the nominations the person will accept. The election must be in writing, signed, acknowledged, and filed in the office where a declaration of candidacy must be filed under IC 3-8-2 or where a petition or certificate of nomination must be filed for the office. (*Transferred from Saturday, July 15, 2023; IC 3-8-7-21*)

**DEADLINE**, by noon, for the county voter registration office to certify the number of valid signatures of registered voters on a petition of nomination for an independent candidate or minor party candidate for the municipal election. The county voter registration office must file the petition with the official authorized to place the candidate on the ballot). However, a candidate named in the petition may request that the county voter registration office return the

original petition to the candidate so that the candidate may file the certified petition with the appropriate official. (*Transferred from Saturday, July 15, 2023*; IC 3-8-6-10; IC 3-8-6-12)

### MONDAY, JULY 17, 2023

**CAN** **DEADLINE**, by noon, for an independent or minor party candidate nominated by petition for a city or town office to file the petition of nomination following verification of petition signatures. The petition must be accompanied by each petition candidate's written consent to be placed on the ballot. **STATE FORMS: CAN-44 (Petition of Nomination for City or Town Office in 2023); CAN-45 (Consent of Independent or Minor Political Party Candidate Nominated by Petition for a City or Town Office in 2023); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

The circuit court clerk or the Lake and Porter County election directors, after receiving a petition filed by an independent or minor party candidate, must determine if the petition has a sufficient number of valid certified signatures of registered voters to meet the requirement of IC 3-8-6-3. If the petition has a sufficient number of valid certified signatures of registered voters, the circuit court clerk or the Lake and Porter County election directors shall certify the petition and accept it as filed. If the petition does not have a sufficient number of valid certified signatures of registered voters, the circuit court clerk or the Lake and Porter County election directors shall deny the certification of the petition and reject the petition. If the petition of nomination with insufficient signatures is filed with the circuit court clerk or the Lake and Porter County election directors, the Lake and Porter County election directors shall notify the candidate by certified mail if a petition has been denied. (IC 3-8-6-10; IC 3-8-6-12(d))

**CFA** **DEADLINE**, by noon, for candidates' committees for a statewide office to file online a **semiannual** campaign finance report with the Indiana Election Division covering the period from January 1 through June 30, 2023. (IC 3-9-5-9) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**CFA** Beginning of campaign finance reporting period for a candidate nominated by petition of nomination seeking an office paying more than \$5,000 in a calendar year, if the candidate has not previously raised or spent at least \$100 and already filed a statement of organization (CFA-1). This requirement does not apply to candidates seeking an office paying less than \$5,000 in a calendar year unless the committee has filed a statement of organization (CFA-1). (IC 3-5-2-32.7; IC 3-9-1-5; IC 3-9-5-8.2)

**CFA** End of campaign finance reporting period for a candidate seeking an office paying more than \$5,000 in a calendar year whose certificate of candidate selection to fill a candidate vacancy was filed July 3, 2023. This requirement does not apply to candidates seeking an office paying less than \$5,000 in a calendar year unless the committee has filed a statement of organization (CFA-1). (IC 3-9-5-8.5)

**CFA** End of campaign finance reporting period for a declared write-in candidate. (IC 3-9-5-8.4)

**CFA** **DEADLINE**, by noon, for a county election board, or the Lake, Porter, and Tippecanoe County boards of election and registration to determine if a candidate whose certificate of candidate selection was filed July 3, 2023, to fill a vacancy for an office paying more than \$5,000 in a calendar year has filed a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than \$100. (IC 3-8-1-1.6)

This requirement does not apply to candidates seeking an office paying less than \$5,000 in a calendar year or to a candidate for school board. **STATE FORM: CFA-1 (Statement of Organization)**

**MONDAY, JULY 17, 2023**

**CFA DEADLINE**, by noon, for a county election board, or the Lake, Porter, and Tippecanoe County boards of election and registration to determine if a declared write-in candidate seeking an office paying more than \$5,000 has filed a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than \$100. (IC 3-8-1-1.6) This requirement does not apply to candidates seeking an office paying less than \$5,000 in a calendar year or to a candidate for school board. **STATE FORM: CFA-1 (Statement of Organization)**

**MONDAY, JULY 24, 2023**

**CFA DEADLINE**, by noon, for an independent candidate or a minor party candidate seeking an office paying more than \$5,000 in a calendar year who is nominated by petition to file a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than \$100. This requirement does not apply to candidates seeking an office paying less than \$5,000 in a calendar year or to a school board candidate. (IC 3-9-1-5) **STATE FORM: CFA-1 (Statement of Organization)**

**CFA DEADLINE**, by noon, for a candidate seeking an office paying more than \$5,000 in a calendar year whose certificate of candidate selection to fill a candidate vacancy was filed July 3, 2023, to file a campaign finance report with a county election board or the Lake, Porter, or Tippecanoe County board of elections and registration. This requirement does not apply to candidates seeking an office paying less than \$5,000 in a calendar year, unless the committee has filed a statement of organization (CFA-1). (IC 3-9-5-8.5) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**CFA DEADLINE**, by noon, for a declared write-in candidate seeking an office paying more than \$5,000 in a calendar year whose declaration of intent to be a declared write-in candidate was filed July 3, 2023, to file a campaign finance report with a county election board or the Lake, Porter, or Tippecanoe County board of elections and registration. This requirement does not apply to candidates seeking an office paying less than \$5,000 in a calendar year, unless the committee has filed a statement of organization (CFA-1). (IC 3-9-5-8) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**CFA DEADLINE**, by noon, for a Libertarian Party candidate seeking an office paying more than \$5,000 in a calendar year who is nominated at a county convention on the last date that a county convention could be held (July 3 before noon) to file a post-convention campaign finance report with a county election board or Lake, Porter, and Tippecanoe County boards of election and registration. (IC 3-9-5-8) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**CFA DEADLINE**, by noon, for Libertarian Party candidates seeking an office paying more than \$5,000 in a calendar year who are nominated at a county convention to file a campaign finance statement of organization with a county election board or Lake, Porter, and Tippecanoe County boards of election and registration if the county convention was held of the last date it could be held (July 3 before noon) if the candidate was not already required to do so after raising or

spending more than \$100. *Note:* Libertarian Party candidates who are seeking an office paying more than \$5,000 in a calendar year are required to file their statement of organization by noon the final date and hour for filing the candidate's first campaign finance report unless the candidate was already required to file a campaign finance statement of organization after raising or spending more than \$100.; IC 3-9-1-5(c)(3); IC 3-9-5-8) **STATE FORM: CFA-1 (Statement of Organization)**

### **MONDAY, JULY 31, 2023**

**DEADLINE**, by noon, for the Indiana Election Division, a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration to determine if an independent or minor party candidate seeking an office paying more than \$5,000 in a calendar year who was required to file a petition of nomination by noon July 17, 2023, has filed a campaign finance statement of organization for the candidate's committee. **NOTE:** Candidate committees for state legislative office must file a hard copy of the CFA-1 and an electronic copy online at [campaignfinance.in.gov](http://campaignfinance.in.gov). Please contact IED for more information. (IC 3-8-1-1.6) **STATE FORM: CFA-1 (Statement of Organization)** End of campaign finance reporting period for a candidate nominated by petition of nomination. (IC 3-5-2-32.7; IC 3-9-5-8.2)

**DEADLINE** for each county sheriff to provide a county voter registration office with a quarterly report of each Indiana resident who has been convicted of a crime and been placed in a county correctional facility. (IC 3-7-46-6) **STATE FORM: VRG-1 (County Sheriff Quarterly Report to County Voter Registration Office)**

**DEADLINE** for the secretary of state to publish a report stating whether the results of each electronic voting system audit performed after the May 2, 2023, primary election indicate that the discrepancy that resulted in the audit was the result of human error, intentional violations of election laws, unknown causes, or a combination of these factors. (IC 3-12-3.5-8)

# AUGUST 2023

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## TUESDAY, AUGUST 1, 2023

**DEADLINE**, by noon, for a local public question to be certified to a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration for placement on the municipal election ballot. (IC 3-10-9-3)

## CAN

**DEADLINE**, by noon, for an individual to file a declaration of candidacy, or a notice of withdrawal of candidacy previously filed, with a circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration to be the nominee of the Democratic, Libertarian, or Republican Party at a town convention for town office in a town with a population of less than 3,500 that elects some or all town offices in the 2023 municipal election. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-10-7-2.9; IC 3-8-5-10.5; IC 3-8-5-17; IC 3-8-7-28; IC 3-8-9-5) **STATE FORMS: CAN-16 (Town Office Declaration of Candidacy by a Democratic, Libertarian, or Republican Party Candidate When No Primary is Conducted in 2023); CAN-12 (Statement of Economic Interests for Local or School Board Office); CAN-46 (Municipal Election Candidate Withdrawal in 2023)**

**NOTE:** If a town has adopted an ordinance pursuant to IC 3-8-5-2 to nominate major party candidates in a primary election, then the calendar entries regarding a town convention for towns with a population of less than 3,500 do not apply to candidates of the Democratic and Republican Parties. However, the town convention entries apply to candidates of the Libertarian Party in a town with a population of less than 3,500 in any event.

**DEADLINE**, after noon, for the circuit court clerk or the Lake, Porter, and Tippecanoe County board of elections and registration to certify to the town clerk treasurer, and release to the public, a list of Democratic, Libertarian, or Republican Party candidates for town office in a town with a population of less than 3,500 that elects some or all of its offices in 2023. **NOTE:** This does not apply to a town whose municipal election is to be conducted by a county. (IC 3-8-5-10.5) **STATE FORM: CAN-17**

## MONDAY, AUGUST 7, 2023

## CFA

**DEADLINE**, by noon, for a candidate seeking an office paying more than \$5,000 in a calendar year who is nominated by petition of nomination to file a campaign finance report. (IC 3-5-2-32.7; IC 3-9-5-7; IC 3-9-5-8.2) This requirement does not apply to an office paying less than \$5,000 in a calendar year, unless the committee has filed a statement of organization (CFA-1), or to candidates for school board. **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

## TUESDAY, AUGUST 8, 2023

## CFA

**DEADLINE**, by noon, for Democratic, Libertarian, or Republican candidate who filed a declaration of candidacy for a town office which: (1) provides for at least \$5,000 in compensation per year; and (2) serves a town with a population of less than 3,500 which elects some or all town offices in the 2023 municipal election, to file a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than \$100. (IC 3-10-7-2.9; IC 3-9-1-5; IC 3-9-1-5.5) *(If a town office provides less than \$5,000 per year compensation the obligation to file is triggered by raising or spending at least \$500.)* **STATE FORM: CFA-1 (Statement of Organization)**

**TUESDAY, AUGUST 8, 2023**

**DEADLINE**, for a town council in a town having a population of less than 3,500 to adopt a resolution to establish a town election board to conduct the town election. If no resolution is adopted, the town election will be conducted by the county election board. (IC 3-10-7-5.5)

**FRIDAY, AUGUST 11, 2023**

**CAN**

**DEADLINE**, by noon, to file a statement with county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration questioning the validity of an individual's declaration of intent to be a declared write-in candidate at the municipal election for write-in candidates that filed their declaration with the circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration. (IC 3-8-1-2; IC 3-8-2-14(c); IC 3-8-5-14.7(c)) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

**WEDNESDAY, AUGUST 16, 2023**

**DEADLINE** for the Indiana Election Division to send a campaign finance delinquency notice to candidates' committees for a statewide office who failed to file a semi-annual report on July 17, 2023. (IC 9-9-5-9(e); IC 3-9-4-14(a)(2)(A))

**FRIDAY, AUGUST 18, 2023**

**CAN**

**DEADLINE**, in a town with less than 3,500 in population which elects some or all of its town offices in 2023 for the Democratic, Libertarian, and Republican town party chairmen to post notices in the town that a town convention of the party must be held to choose between competing candidates in the same party for the same office if the town convention is being held on the last day a town convention may held, August 21. (IC 3-10-7-2.9; IC 3-8-5-10; IC 3-8-5-17) **STATE FORM: CAN-15 (Call of Town Convention)**

**CAN**

**DEADLINE**, by noon, for a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration to resolve a question concerning the validity of an individual's declaration of intent to be a declared write-in candidate at the municipal election. (IC 3-8-1-2; IC 3-8-2-14(c); IC 3-8-5-14.7(c))

**DEADLINE**, by noon, for a declared write-in candidate whose declaration has been challenged due to the candidate's claimed affiliation with a political party that has already attained ballot status in the municipal election to amend the candidate's declaration to state that the candidate is either independent or affiliated with a political party that the Indiana election commission, a county election board, or the Lake, Porter, and Tippecanoe County boards of election and registration determines to have a name that would not result in voter confusion due to its similarity with the name of a political party that has attained ballot status. (IC 3-8-2-12.5)

**MONDAY, AUGUST 21, 2023**

**CAN**

**DEADLINE**, in a town with less than 3,500 in population that elects some or all of its offices in 2023 for the Democratic, Libertarian, and Republican parties to conduct a town convention of the party to nominate candidates for the municipal election from among competing candidates in the same party for the same office. (IC 3-10-7-2.9; IC 3-8-5-10; IC 3-8-5-17)

**DEADLINE**, by noon, for town council in a town having a population less than 3,500 to file a resolution with the county election board to establish a town election board to conduct the town election. (IC 3-10-7-5.5)



**TUESDAY, AUGUST 22, 2023**

**VR** **DEADLINE**, for a county voter registration office to file an affidavit with the Indiana Election Division affirming the completion of voter list maintenance activities. (IC 3-7-12-27) **STATE FORM: VRG-21 (Affidavit of County Voter Registration Officer Concerning Voter List Maintenance)**

**WEDNESDAY, AUGUST 23, 2023**

**CFA** **DEADLINE** for a county election board or the Lake and Tippecanoe County boards of elections and registration to send a campaign finance delinquency notice to a candidate who filled a ballot vacancy for a major party because no candidate ran in the primary or a write-in candidate who failed to file a post-nomination campaign finance report. (IC 3-9-4-14(a)(2)(A); IC 3-9-5-8.4; IC 3-9-5-8.5)

**THURSDAY, AUGUST 24, 2023**

**CAN** **DEADLINE**, by noon, in a town having a population of less than 3,500 which elects some or all of its offices in 2023 for a candidate nominated at a Democratic, Libertarian, or Republican Party town convention on August 21, 2023, to file a statement with the same office where the person filed the declaration of candidacy for small town office, state that the person is no longer a candidates and does not wish the person's name to appear on the election ballot as a candidate. (IC 3-8-5-14.5) **STATE FORM: CAN-46 (Municipal Election Candidate Withdrawal in 2023)**

**FRIDAY, AUGUST 25, 2023**

**CAN** **DEADLINE**, by noon, for filing a sworn statement questioning the validity of a certificate of nomination to fill an early candidate vacancy with, a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration. (IC 3-13-1-16.5; IC 3-13-1-20.5) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

**CAN** **DEADLINE**, by noon, for filing a sworn statement questioning the validity of a petition of nomination a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration. (IC 3-8-6-14) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

**CAN** **DEADLINE**, by noon, for a person whose petition of nomination as an independent or minor party candidate was rejected by a circuit court clerk or the Lake and Porter County Election Directors for insufficient valid signatures of registered voters to file a statement with the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration questioning the validity of the rejection of the petition of nomination. (IC 3-8-6-12(d); IC 3-8-6-14) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

**DEADLINE**, by noon, for the Indiana Election Division to provide each county election board with a camera-ready copy of the device under which the candidates of the political party or the petitioner are to be listed so that ballots may be prepared using the best possible reproduction of the device. (IC 3-8-7-11(d))

**DEADLINE**, by noon, for the petitioner of nomination or the chairman of a political party to file, on behalf of a candidate or political party to be printed on the ballot only for election to local office, a camera-ready copy of the device under which the candidates of the political party are to be listed with the county election board of each county in which the name of the candidate or party will be placed on the ballot. (IC 3-8-7-11(e))

**FRIDAY, AUGUST 25, 2023**

**DEADLINE** for the Voting System Technical Oversight Program (VSTOP) to provide to counties that use optical scan voting systems a randomly sorted list of unique identification numbers for the optical scan voting machines and tabulators in the county's inventory. Optical scan voting systems and tabulators on this list will be tested at a public test of voting systems in the county. The list provided by VSTOP must contain not less than 5% of the machines and tabulators that will be used in the election in the county. (IC 3-11-13-22; IC 3-11-13-23)

**DEADLINE** for the Voting System Technical Oversight Program (VSTOP) to provide to counties that use electronic voting systems with a randomly sorted list of unique identification numbers for the electronic voting machines in the county's inventory. Electronic voting systems on this list will be tested at a public test of voting systems in the county. The list provided by VSTOP must contain not less than 5% of the machines that will be used in the election in the county. (IC 3-11-14.5-1; IC 3-11-14.5-2)

**MONDAY, AUGUST 28, 2023**

**CAN** **DEADLINE**, by noon, in a town having a population of less than 3,500 which elects some or all of its offices in 2023 for the chairman and secretary of a Democratic, Libertarian, or Republican Party town convention to file a certificate of nomination listing the candidates nominated at the town convention with a circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration. ( IC 3-8-5-13; IC 3-10-6-12) **STATE FORM: CAN-18 (Town Convention Certificate of Nomination)**

**CAN** **DEADLINE**, by noon, in a town having a population of less than 3,500 which elects some or all town offices in 2023 for the chairman of a political minor political party (*other than the Libertarian Party*) that submitted a petition of nomination for the election of candidates to town office to file a certificate of candidate selection to fill any candidate vacancy. The certificate must be accompanied by the candidate's consent to the selection. ( IC 3-13-1-18) **STATE FORMS: CAN-40 (Replacement of Candidate Nominated by Petition in 2023); CAN-45 (Consent of Independent or Minor Political Party Candidate Nominated by Petition for a City or Town Office in 2023); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

# SEPTEMBER 2023

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## FRIDAY, SEPTEMBER 1, 2023

**DEADLINE**, for the county election board to provide written notice to the county chairman of a political party with a candidate on the ballot and the superintendent of each school corporation when the ballot contains a school board candidate or a local public question concerning the school corporation to provide an opportunity for the political party or the school corporation to inspect the ballot proofs. Specifies that after sixty (60) days before the date of the election, the ballot is considered approved and eligible for printing. (IC 3-11-2-2.1)

## MONDAY, SEPTEMBER 4, 2023

**Labor Day**

Indiana Election Division closed

## TUESDAY, SEPTEMBER 5, 2023

First day that ballots and other election material from the 2019 special election (other than registration transactions) held November 2, 2021, may be destroyed after compliance with county commission on public records procedures. (*Transferred from Saturday, September 2, 2023*; IC 3-8-7-24; IC 3-10-1-31.1; IC 3-11-8-30; IC 3-12-2-12; IC 3-12-3-10; IC 5-15-6)

VR

First day of the period that the county voter registration office must begin providing a report containing information regarding all voter registration applications received by the county voter registration office after this date and ending 29 days before the primary election. The report must be forwarded within 48 hours after the entry of the registration application into the Statewide Voter Registration System. The report must be provided, upon request, to a major party county chairman (and on request to other chairmen or independent candidates on the ballot). (*Transferred from Sunday, September 3, 2023, and Monday, September 4, 2023, due to state holiday*; IC 3-7-28-2; IC 3-7-28-3; IC 3-7-28-4) *See September 8, 2023, for related entry for providing a report regarding all registration applications prior to September 3, 2023.*)

**DEADLINE**, by noon, for the governing body of a political subdivision to provide the county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration, and the county auditor, a certified copy of a resolution to withdraw a controlled project public question from the ballot. (IC 6-1.1-20-3.6)

First day that ballots and other election material from the 2019 special election (other than registration transactions) held November 2, 2021, may be destroyed after compliance with county commission on public records procedures. (*Transferred from Saturday, September 2, 2023*; IC 3-8-7-24; IC 3-10-1-31.1; IC 3-11-8-30; IC 3-12-2-12; IC 3-12-3-10; IC 5-15-6)

CAN

**DEADLINE**, by noon, to file a sworn statement questioning the validity of a: (1) declaration of candidacy (*other than a declaration as a write-in candidate*); (2) petition of nomination; or (3) a certificate of nomination of a **candidate in a town with less than 3,500 in population** that elects some or all of its town offices in the 2023 election. (*Transferred from Monday, September 4, 2023*; IC 3-8-5-14.7) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

**DEADLINE**, by noon, for a circuit court clerk or the Lake or Porter County election director to file a copy of any *Town Convention Certificate of Nomination* (CAN-18) filed with the clerk or election director with the appropriate town clerk-treasurer setting forth the nominees certified as being chosen at a Democratic, Libertarian, or Republican town convention in a town with

less than 3,500 in population that elects some or all of its town offices in the 2023 municipal election. (*Transferred from Monday, September 4, 2023*; IC 3-8-5-13; IC 3-8-5-17)

### **TUESDAY, SEPTEMBER 5, 2023**

**DEADLINE**, by noon, for a circuit court clerk or the Lake and Porter County election director to file a certificate with a town clerk-treasurer setting forth the nominees certified as being chosen at Democratic, Libertarian, or Republican town conventions in a town with less than 3,500 in population that elects some or all of its town offices in the 2023 election. (*Transferred from Monday, September 4, 2023*; IC 3-8-5-13; IC 3-8-5-17)

### **WEDNESDAY, SEPTEMBER 6, 2023**

**CFA** **DEADLINE** for the a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration to send a campaign finance delinquency notice to a candidate nominated by petition who was required to file a statement of organization (CFA-1) and failed to file post-nomination campaign finance report. (IC 3-9-4-14(a)(2)(A))

### **THURSDAY, SEPTEMBER 7, 2023**

**VR** **DEADLINE** for the board of commissioners of a county to adopt an order by unanimous vote establishing a county board of registration with immediate authority to administer voter registration within the county, rescinding a previously adopted order to establish a board of registration, or abolishing a board of registration previously established by state law (IC 3-7-12-3) before that law was repealed. An order adopted after this date and before the municipal election becomes effective on the day following the election. (IC 3-7-12-5; IC 3-7-12-5.5)

**DEADLINE** for the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to file an order adopting a vote center plan with the Indiana Election Division for the order to be effective for the November 7, 2023, municipal election. An order filed after this date and before the municipal election becomes effective on the day following the municipal election. (IC 3-11-18.1-8)

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to rescind any previously adopted resolution before the 2023 municipal election providing that absentee ballots to be voted before a traveling absentee board are to be initialed by the county election board or board of elections and registration (*and not initialed by the traveling board visiting the voter*). (IC 3-11-10-27)

### **FRIDAY, SEPTEMBER 8, 2023**

**CAN** **DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to rule on a statement questioning the validity of a certificate of nomination to fill an early ballot vacancy. (IC 3-13-1-16.5(c); IC 3-13-1-20.5)

**CAN** **DEADLINE**, by noon, for a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration to rule on the validity of a petition of nomination. (IC 3-8-6-14(e))

**CAN** **DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to rule on a statement questioning the validity of the determination made by a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration in rejecting a petition of an independent or minor party

candidate that the petition did not contain a sufficient number of signatures as required by IC 3-8-6-3. (IC 3-8-6-12(d); IC 3-8-6-14(e))

### FRIDAY, SEPTEMBER 8, 2023

CAN

**DEADLINE**, by noon, for a candidate nominated by petition whose petition has been challenged due to the candidate's claimed affiliation with a political party that has already attained ballot status in the municipal election to amend the candidate's petition to state that the candidate is either independent or affiliated with a political party that has a name that would not result in voter confusion due to its similarity with the name of a political party that has attained ballot status. (IC 3-8-6-5.5(d))

**DEADLINE** for an error in the certification of candidates for election to an office (*other than an office in a town with less than 3,500 in population that elects some or all town officers in the 2023 municipal election*) to be corrected by the public officials responsible for the certification. (IC 3-8-7-3(a))

VR

**DEADLINE** for a county voter registration office to transmit a report containing information regarding all voter registration applications received by the county voter registration office to a major party county chairman (and on request to other party chairmen or independent candidates on the ballot) showing all registrations that occurred during the part of the registration period ending September 3, 2023. (IC 3-7-28-2; IC 3-7-28-3)

**DEADLINE** for the circuit court clerk or Lake, Porter, and Tippecanoe County boards of election and registration to estimate the number of absentee ballots and provisional ballots required in the county for the municipal election. *See September 18 for when absentee and provisional ballots must be printed and delivered to the county election board.* (IC 3-11-4-10; IC 3-11-4-14; IC 3-11.7-1-4; IC 3-11.7-1-6)

**DEADLINE** for the county election board in a county that uses optical scan voting systems or electronic voting systems to implement an alternative procedure for randomly testing at least 5% of the voting system machines used in the county in the event that the Voting System Technical Oversight Program (VSTOP) failed to provide the county not later than by August 25, 2023, a randomly assorted list of unique identification numbers for the voting machines in the county's inventory to be tested by the county at their public test of voting equipment. (IC 3-11-13-22; IC 3-11-13-23; IC 3-11-14.5-1; IC 3-11-14.5-2)

**DEADLINE** for delivery of electronic poll books to the county in order to use them in the November 7, 2023, municipal election unless a county receives prior written authorization from the voting system technical oversight program (VSTOP). (IC 3-11-18.1-12)

**DEADLINE**, ballot is considered approved and eligible for printing even if the county election board did not receive feedback from the county political party chairman or the superintendent of the school corporation. (IC 3-11-2-2.1)

Beginning of the period in which a political subdivision may not enforce an ordinance or regulation relating to the number or size of signs. "Signs" refers to a sign with a surface area of which is not greater than thirty-two (32) square feet. For purposes of determining the surface area of a sign under this section, if a sign consists of two (2) faces, only the surface area of one (1) of the faces is considered if (1) the faces are mounted back to back; and (2) the measure of the angle between the faces is not more than fifteen (15) degrees. This does not prohibit a political subdivision from enforcing an ordinance or regulation relating to the number or size of signs at any time if necessary to ensure public safety. (IC 36-1-3-11)

**SUNDAY, SEPTEMBER 10, 2023**

First day that a college or university must permit a student to knock on the door of each room in the living areas of student housing to conduct a poll. Before conducting the poll, the polltakers must submit certain information to the college or university. (*Transferred from Saturday, September 9, 2023 because the voter registration deadline is pushed a day due to the state holiday Columbus Day; IC 3-6-11-2.5; IC 3-6-11-2.6*)

**TUESDAY, SEPTEMBER 12, 2023**

**CAN** **DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County board of elections and registration, to rule on the validity of any declaration of candidacy, or a petition of nomination, certificate of nomination of a candidate for election to a town office in a town with less than 3,500 in population that elects some or all of its town officers in the 2023 election. (IC 3-8-5-14.7(b))

**MONDAY, SEPTEMBER 18, 2023**

**ABS** **DEADLINE** for the printing and delivery of absentee and provisional ballots by a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration for the municipal election. (IC 3-11-4-14; IC 3-11-4-15; IC 3-11.7-1-6)

**DEADLINE** for the printing and delivery of provisional ballots by a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration. (IC 3-11.7-1-5; IC 3-11.7-1-6)

**ABS** **DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to notify each major party county chairman of the number of absentee voter boards, absentee ballot counters, and teams of couriers for counties that count absentee ballots at a central location to be appointed. However, absentee ballot couriers are not necessary in counties that use electronic poll books. If a county chairman fails to make a recommendation, then the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration may appoint any voter of the county. (IC 3-11.5-4-22; IC 3-11.5-4-23)

**FRIDAY, SEPTEMBER 22, 2023**

**ABS** **DEADLINE**, by noon, for a county chairman to make written recommendations to the county election board for appointments for absentee voter boards, absentee ballot counters, and teams of couriers for counties that count absentee ballots at a central location. However, absentee ballot couriers are not necessary in counties that use electronic poll books. If a county chairman fails to make a recommendation, then the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration may appoint any voter of the county or, in some cases, a 16- or 17-year-old non-voter who meets statutory requirements. (IC 3-11.5-4-22; IC 3-11.5-4-23)

**SATURDAY, SEPTEMBER 23, 2023**

**ABS** **DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to mail, email, or fax municipal election absentee ballots to voters who previously filed an approved absentee ballot application to vote by mail, a Federal Post Card Application (FPCA) for military and overseas voters, or a combined form for voters with print disabilities with the circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration. Although this deadline falls on Saturday, it does not roll over to the following Monday. All counties must mail (or fax or email, if applicable) absentee ballots to

voters with an approved ABS-Mail, combined form for voters with print disabilities (ABS-VPD), or FPCA not later than this deadline date. (Voters using the FPCA or combined form for voters with print disabilities have the option to request an absentee ballot to be emailed or faxed to the voter.) A county may send out absentee ballots by mail, fax, or email prior to this deadline date, if ballots are printed and delivered prior per IC 3-11-4-18(c)(2). After this date, the county election board or Lake, Porter, and Tippecanoe County boards of elections and registration must mail (or fax or email, if applicable) a ballot to qualified voters on the same day that the voter's application is received and approved. *The requirement that absentee ballots be mailed on the same day that the absentee ballot application is received does not apply to absentee ballot applications that have been challenged.* If the absentee ballot application submitted by any voter is denied, the county election board shall provide written notice to the voter not later than forty-eight (48) hours stating the reasons for the denial to the voter. The notice may be personally delivered, mailed, or emailed to the voter. (IC 3-11-4-18; IC 3-11-4-17.5)





# OCTOBER 2023

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## THURSDAY, OCTOBER 5, 2023

**DEADLINE** for counties to post at least 48-hours' notice of the public test of voting equipment to comply with the Open Door Law if the county has scheduled a public test of electronic voting system units (DREs) or automatic tabulation machines on October 10, 2023. (IC 5-14-1.5-4 [Please see related entry for newspaper publication on October 8, 2023])

## SUNDAY, OCTOBER 8, 2023

CAN

A candidate vacancy on the ballot occurring on or after this date must be filled by the "late candidate vacancy" procedures in IC 3-13-2. (IC 3-13-2-1; IC 3-13-1-20) **STATE FORMS: CAN-50 (Certificate of Candidate Selection to Fill a Late Ballot Vacancy for a City or Town Office in 2023); CAN-48 (Declaration of Candidacy and Written Consent to Fill Ballot Vacancy for a City or Town Office in 2023); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

**DEADLINE** for counties that use electronic voting system units (DREs), to publish at least 48-hours' notice of the required public test of the units if the county has scheduled a public test of electronic voting system units on October 10, 2023, the last day permitted under statute to hold the county's public test of voting systems. (Transferred from Saturday, October 7, 2023, due to the state holiday moving deadline date to hold public test; IC 3-11-14.5-2)

**DEADLINE** for counties that use ballot card voting systems to publish at least 48-hours' notice of the required public test of the machines if the county has scheduled a public test optical scan ballot card voting systems on October 10, 2023, the last day permitted under statute to hold the county's public test of voting systems. (Transferred from Saturday, October 7, 2023, due to the state holiday moving deadline date to hold public test; IC 3-11-14.5-2)

## MONDAY, OCTOBER 9, 2023

**Columbus Day**

Indiana Election Division closed

VR

**DEADLINE**, for the Indiana Election Division or a county voter registration office to complete any voter list maintenance program conducted before the municipal election. (IC 3-7-38.2-2)

An individual filing a civil action alleging a violation of NVRA is not required to provide notice of the violation to the co-directors of the Indiana Election Division if the violation occurs on or after this date and no later than the November 7, 2023, municipal election. (IC 3-7-11-14)

## TUESDAY, OCTOBER 10, 2023

VR

**Voter Registration Ends. DEADLINE**, at close of business, for an individual to hand deliver a voter registration application or combined form for voters with print disabilities to apply for or update their voter registration to the county voter registration office so that the voter can be registered for the municipal election. (Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-7-13-10; IC 3-7-13-11)

VR

**DEADLINE**, 5:00 p.m., for individual to hand deliver a voter registration application or the combined form for voters with print disabilities to apply for to update their voter registration to the Indiana Election Division for transmittal to the appropriate county voter registration office

so that the voter can be registered for the municipal election. (Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-7-33-3.7)

## TUESDAY, OCTOBER 10, 2023

**VR DEADLINE**, at close of business, for an individual to register to vote while conducting specific transactions at a bureau of motor vehicles license branch or other “full service” agency. NOTE: the BMV or other designated “full service” agency cannot accept a state or federal voter registration form on behalf of a client or customer unless that person is performing specific transaction with the BMV or full service agency. For example, an individual securing an Indiana drivers’ license must be offered the opportunity to register to vote as part of that transaction, but a person securing a title to a car at the BMV branch could not submit a voter registration application for the BMV staff to remit to the county voter registration official. (*Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-7-33-3*)

**VR DEADLINE**, for an individual mailing a voter registration application or a combined form for voters with print disabilities to apply for or update their voter registration to a county voter registration office or the Indiana Election Division to deposit the registration application in the mail in a manner and in time so that the mail is postmarked no later than today’s date (*and later delivered*) by the United States Postal Service so that the voter can be registered for the municipal election. (Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-7-33-3.7; IC 3-7-33-4)

**VR DEADLINE**, no later than 11:59 pm, for an eligible applicant to submit a completed voter registration application online on the secure website provided by the state in accordance with IC 3-7-26.7 so that the voter can be registered for the municipal election. (Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-7-33-3.5; IC 3-7-26.7)

**VR** Last day for a county voter registration office to prepare a report, upon request from a major party county chairman, a bona fide party chairman or an independent candidate’s committee if the candidate is on the ballot, containing new voter registrations. The report shall be provided in response to a request within 48 hours of the date on which the report was made. (Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-7-28-2; IC 3-7-28-3)

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to conduct a public test of a direct record electronic (DRE) voting system for the primary election. The county election board must test the machines on the randomly sorted list of voting machines provided by VSTOP to determine if the machines are correctly counting votes for all candidates, including write-ins, for all public questions, and for straight-party votes. The test must include a visual inspection of the voting system unit and ballot label, entry of a preaudited group of ballots marked so as to record a predetermined number of valid votes, and an attempt to overvote to test the ability of the electronic voting system to reject overvotes. The test must also include the entry of a preaudited group of at least one ballot from three different precincts where an election will be conducted to test the functionality of the system components used by a voter with disabilities to independently and privately cast and ballot and record a predetermined number of valid votes for each candidate and on each public question. Additionally, after the testing of the voting system, the county election board shall enter the vote totals from the voting systems into the component of the voting system used by the board to tabulate election results under IC 3-12-3.5 to determine whether the component properly tabulators and determines the votes cast for in each precinct and the total votes cast for each candidate and public question. If an individual attending the

public test requests that additional voting machines be tested, the county election board shall test more machines from the randomly sorted list provided by VSTOP. The board must file an **IEC-9 form with the Indiana Election Division** certifying the performance of the public test not later than seven (7) days after the test. (*Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-11-14.5-1; IC 3-11-14.5-5*).

## **TUESDAY, OCTOBER 10, 2023**

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to conduct a public test of the optical scan ballot card voting systems for the primary election. The county election board must test the machines on the list of randomly sorted voting machines and tabulators provided by VSTOP to determine if the machines are correctly counting votes for all candidates, including write-ins, for all public questions, and for straight-party votes. The test must include entry of a preaudited group of ballots marked so as to record a predetermined number of valid votes for each candidate and on each public question and an attempt to overvote to test the ability of the automatic tabulating machines to reject overvotes. For counties that use a voting system that has features of both an ballot card voting system and a direct record electronic voting system, the testing must include the casting of at least ten (10) preaudited ballots cast by using the headphone or a sip/puff device so as to record a predetermined number of valid votes for each candidate and on each public question with at least one ballot for each office and public question that has been overvoted to test the ability of the voting system to reject overvotes. Additionally, after the testing of the voting system and tabulator, the county election board shall enter the vote totals from the tabulators into the component of the voting system used by the board to tabulate and canvass election results under IC 3-12-4 to determine whether the component properly tabulators and determines the votes cast for in each precinct and the total votes cast for each candidate and public question. If an individual attending the public test requests that additional voting machines be tested, the county election board shall test machines from the second list provided by VSTOP. The board must file an **IEC-10 form with the Indiana Election Division** certifying the performance of the public test not later than seven (7) days after the test. (*Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-11-13-22; IC 3-11-13-23(b); IC 3-11-13-24(b)*). **NOTE: IF THE PUBLIC TEST IS NOT PERFORMED, THE BALLOT CARDS MUST BE TABULATED BY HAND.**

**DEADLINE**, for the county commissioners, the Mayor of Indianapolis, or the Lake County, Porter, and Tippecanoe County boards of elections and registration to designate polling places for each precinct in the county if the county is not a vote center county. (IC 3-11-8-3.1) **NOTE:** in vote center counties, the county election board can unanimously agree to amend the county's voter center plan at any time, including updating election day locations. (*Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-11-8-3.1*)

Final day a college or university must permit a student to knock on the door of each room in the living areas of student housing to conduct a poll. (*Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-6-11-2.5; IC 3-6-11-2.6*)

**DEADLINE**, for secretary of state to request the news media to include a copy of the Voter's Bill of Rights in election coverage or public service announcements. (*Transferred from Monday, October 9, 2023, due to the state holiday Columbus Day; IC 3-5-8-5*)

**DEADLINE**, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to designate by resolution the precincts for which assistant poll clerks are to be appointed. (IC 3-6-6-4)

### WEDNESDAY, OCTOBER 11, 2023

**ABS** First day that a voter may early vote (absentee in-person) a primary election ballot before an absentee voter board in one location of the office of the circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration or at a satellite absentee voting facility if established by the county election board. A county election board in each county may adopt a resolution, by unanimous vote of the board's entire membership and supported by specific findings of fact, stating that voters are entitled to vote by absentee ballot before an absentee voter board in the office of the circuit court clerk or town election board during specific days and hours identified in the resolution. (IC 3-11-10-26; IC 3-11-10-26.5)

**VR** First day that an employee of a "full service" voter registration agency must advise an applicant for voter registration that the application will be processed by the county voter registration office after the municipal election. (IC 3-7-33-3)

**ABS** **DEADLINE** for county election board to conduct a training session for a member of the absentee voter board before that absentee board member performs the member's duties. (IC 3-11-10-39)

### FRIDAY, OCTOBER 13, 2023

**CFA** End of the pre-municipal election campaign finance reporting period for candidates on the 2023 municipal election ballot. (IC 3-9-5-6) Report is due October 20, 2023 (*see entry below*). (IC 3-9-5-6)

### SATURDAY, OCTOBER 14, 2023

**CFA** First day of the post-municipal election campaign finance reporting period (IC 3-9-5-6)

**CFA** First day of the **pre-municipal election supplemental campaign finance reporting period** for candidates appearing on the 2023 municipal election ballot) and write-in candidates for the 2023 municipal election. If a candidate receives contributions from a person that total \$1,000 or more on or after this date, the candidate must file a pre-municipal election supplemental campaign finance report with a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration within 48 hours after receiving the contribution. (IC 3-9-4-4; IC 3-9-5-20.1) **STATE FORM: CFA-11 (Supplemental "Large Contribution" Report)**

### MONDAY, OCTOBER 16, 2023

**VR** **DEADLINE** for a county voter registration office to receive a "mail in" voter registration application or a combined form for voters with print disabilities to apply for or update their voter registration with a missing or illegible postmark. The application will permit an otherwise qualified applicant to vote in the municipal election. (IC 3-7-33-4; IC 3-7-33-3.7)

### TUESDAY, OCTOBER 17, 2023

**DEADLINE**, by noon, for a county chairman to file nominations with a circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration for individuals to serve as poll workers at the municipal election. (IC 3-6-6-10)

First date, after noon, that a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration may, by majority vote, fill a vacant poll worker position when the appropriate county chairman has made no nomination for the office. (IC 3-6-6-13(b))

## TUESDAY, OCTOBER 17, 2023

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to certify to the Indiana Election Division that a public test of a direct record electronic (DRE) voting system at the municipal election has been conducted in conformity with state law if that test was performed on the last day it could be performed on October 10, 2023. (IC 3-11-14.5-9) **STATE FORMS: IEC-9 (Certification of Test of Electronic Voting System)**

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to certify to the Indiana Election Division that a public test of an optical scan ballot card voting system at the municipal election has been conducted in conformity with state law if that test was performed on the last day it could be performed on October 10, 2023. (IC 3-11-13-22) **STATE FORMS: IEC-10 (Certification of Test of Automatic Tabulating Equipment)**

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to publish in a newspaper a list of the offices to be filled at the municipal election; the text of any public question to be placed on the ballot; the date of the municipal election; the dates, times, and locations of voting at the circuit court clerk's office and at satellite offices under IC 3-11-10-26 and IC 3-11-10-26.3; and the hours during which the polls will be open. (IC 3-10-2-2; IC 3-10-3-1; IC 5-3-1-2) **STATE FORM: CAN-39 (Legal Notice of General Election)**

**DEADLINE**, for a county election board or the Lake, Porter and Tippecanoe County boards of elections and registration to publish notice of the place of voting for each precinct or vote center location. (IC 3-11-8-3.2; IC 3-11-18.1-9; IC 5-3-1-4)

## THURSDAY, OCTOBER 19, 2023

**ABS** First day that a voter requesting an absentee travelling board to visit the voter at the voter's location because of illness or injury of the voter, or because the voter is caring for a confined person at a private residence, may vote before the traveling absentee board. (IC 3-11-10-25; IC 3-11-10-24(b)) **STATE FORM: ABS-TRAVELLING BOARD**

**ABS** **DEADLINE** for county election board to conduct a training session for a member of the absentee voter board being used being used as a travel board to visit a voter at the voter's location because of illness or injury of the voter, or because the voter is carding for a confined person at a private residence before that absentee board member performs the member's duties. (IC 3-11-10-39)

## FRIDAY, OCTOBER 20, 2023

**CFA** **DEADLINE**, by noon, for a candidate's committee with a candidate on the 2023 municipal election ballot, all political action committees, and all regular party committees, to file a **pre-municipal election campaign finance report** with a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration. This deadline applies whether the report was hand-delivered, sent by U.S. mail, or otherwise delivered to the division or board. *NOTE: See definition of "filing" in IC 3-5-2-24.5.* (IC 3-9-4-4; IC 3-9-5-3; IC 3-9-5-4; IC 3-9-5-7) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

### SATURDAY, OCTOBER 21, 2023

**ABS** If the county election board adopts a resolution authorizing the circuit court clerk to do so, the office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration or a satellite location established by the county election board must be open for at least four (4) hours to permit early voting (in-person absentee ballot voting). (IC 3-11-10-26(h))

### TUESDAY, OCTOBER 24, 2023

**CAN** **DEADLINE**, by noon, to file a sworn statement with the Indiana Election Division, a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration questioning the validity of a certificate of candidate selection to fill a late vacancy on the municipal election ballot. (IC 3-8-1-2; IC 3-13-2-11) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

### THURSDAY, OCTOBER 26, 2023

**ABS** **DEADLINE**, by 11:59 p.m., for the Indiana Election Division, a circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration, or the Indiana Election Division to receive a mailed, facsimile transmitted, or emailed absentee ballot application from a voter who requests to vote **by mail**. (*Note: this does not include a voter who is a confined voter or a voter caring for a confined person who requests that the absentee ballot be delivered to the applicant by an absentee voter board or an absent uniformed services voter or overseas voter who requests to vote by fax or email.*) (IC 3-11-4-3(a)(4); IC 3-11-4-3(b)) **STATE FORM: ABS-MAIL**

**ABS** **DEADLINE** for a circuit court clerk, the Lake, Porter, and Tippecanoe County boards of elections and registration, or the Indiana Election Division to receive an absentee ballot application to vote by mail from an absent uniformed services voter or overseas voter in order to count the special federal write-in absentee ballot submitted by the voter. (IC 3-12-2-7.5; 52 U.S.C. § 20303) Absent uniformed services voter or overseas voters may also vote by FAX or email. (*For deadline to apply by fax or email see entry for November 6, 2023.*)

**ABS** **DEADLINE** for a circuit court clerk, the Lake, Porter, and Tippecanoe County boards of elections and registration, or the Indiana Election Division to receive a combined form for voters with print disabilities who is requesting an absentee ballot be mailed, faxed, or emailed to the voter. (IC 3-11-4-3; IC 3-11-4-6)

### SATURDAY, OCTOBER 28, 2023

**ABS** For vote center and non-vote center counties, the office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration must be open for at least seven (7) hours to permit absentee ballot voting. However, in a county with a population of less than 20,000, the county election board may, by majority vote, reduce absentee voting hours in the office of the clerk to a minimum of four (4) hours on this date. (NOTE: In a municipal election year, IC 3-11-10-26.5 allows counties to amend dates and hours. IC 3-11-10-26)

**ABS** All vote center counties must have one vote center that is used on Election Day to be established as a satellite early voting location for at least seven (7) hours to permit in-person absentee ballot voting. This vote center location is in addition to the requirement that the office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration be open for in-person early voting. (*see related entry above*) (IC 3-11-18.1-4(15))

## SATURDAY, OCTOBER 28, 2023

VR

**DEADLINE**, the county voter registration office shall certify to the county election board a list of the voter registration forms that remain incomplete after the effort made to contact the applicant by mail and telephone (if a telephone number was provided on the voter registration application) and that do not permit the county voter registration office to determine if the applicant is eligible to register under this article. Upon certification, the county voter registration office shall reject the applications. (IC 3-7-34-4)

**DEADLINE**, by noon, for a county election board to notify the county chairmen of the two major political parties of the number of teams of provisional ballot counters to be appointed. (IC 3-11.7-3-3)

**DEADLINE**, for a county voter registration office to prepare certified copies of the list of registered voters of each precinct (except counties that have adopted vote centers or counties that have adopted the use of electronic poll books for the election). The list must contain the full name, address, and identification number of each voter. The county voter registration office must prepare and furnish no more than two (2) copies of the list to the precinct inspector. The inspector may provide a copy of the list to any other precinct officer. Upon receiving a written request from a major political party county chairman, one (1) copy of the registered voter list prepared for the inspector of each precinct under IC 3-7-29-1 shall be furnished to the county chairman making the request. (IC 3-7-28-4; IC 3-7-29-1; IC 3-7-29-2; IC 3-7-29-6)

**DEADLINE**, in a county that tabulates all votes cast on ballot cards at a central location, for the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to designate a central location for the processing of ballot cards. This requirement is not related to central count of absentee ballots; instead, it applies for those counties that may centrally count all ballots (absentee and Election Day) at a central location. (IC 3-12-3-2.5)

**DEADLINE**, for the Lake County board of elections and registration to duplicate, distribute, and cause to be posted copies of official sample ballots to schools, fire stations, county courthouses, and other public buildings in the county. (IC 3-11-14-8)

**DEADLINE**, in a county having a population of at least 300,000 for the judge of the circuit court to order the county commissioners, the Mayor of Indianapolis, or the Lake County board of elections and registration, to provide a suitable room for the canvassing of votes other than a room in the county courthouse. (IC 3-12-4-7)

## MONDAY, OCTOBER 30, 2023

VR

**DEADLINE**, for a county voter registration office to receive a Federal Post Card Application (FPCA) from an absent uniformed services voter or an overseas voter to process as a new voter registration application or to update their existing Indiana registration before the election. (IC 3-7-36-10) *(NOTE: Using FCPA extends the voter registration period for military and overseas voters; see related entry on November 7, 2023, for those military voters who were discharged before the date of the election.)*

**DEADLINE**, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to notify county chairmen that sample ballots are available for inspection. (IC 3-6-5-14(b); IC 3-11-3-10; IC 3-11-13-6; IC 3-11-14-14)

**DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to file a copy of the notice of the municipal election with the Indiana Election Division and in the minutes of the board. *(See related entry on Tuesday,*

October 17, 2023, for the requirement for the county to publish this notice in the newspaper)  
(IC 3-10-2-2) **STATE FORM: CAN-39 (Legal Notice of General Election)**

**TUESDAY, OCTOBER 31, 2023**

**DEADLINE** for each county sheriff to provide the county voter registration office with a list of each Indiana resident who has been convicted of a crime and has been placed in a county correctional facility during the previous quarter. (IC 3-7-46-6)

**CAN**

**DEADLINE**, by noon, for the Indiana election commission, a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration to resolve any question concerning the validity of an individual's selection as a candidate to fill a late ballot vacancy on the municipal election ballot. (IC 3-8-1-2; IC 3-13-2-11)

**DEADLINE** for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to receive a certificate of death for a candidate, or to vote unanimously that there is good cause to believe a candidate has died, to print new ballots to remove the name of the candidate who has died if the candidate's party does not fill the vacancy by noon November 2, 2023. A ballot removing the name of the candidate ***may*** contain the statement "NO CANDIDATE" or "CANDIDATE DECEASED" or words to that effect at the appropriate position on the ballot. (IC 3-11-3-29.5)



# NOVEMBER 2023

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## THURSDAY, NOVEMBER 2, 2023

**DEADLINE**, by noon, for a candidate vacancy to be filled to require a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to reprint ballots with the successor candidate's name. If a candidate vacancy is filled after noon on this date and before the election, the county election board is not required to reprint ballots with the name of the successor candidate but may do so upon the vote of the election board. (IC 3-11-3-29.5)

## SATURDAY, NOVEMBER 4, 2023

### ABS

For vote center and non-vote center counties, the office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration must be open for at least seven (7) hours to permit absentee ballot voting. However, in a county with a population of less than 20,000, the county election board may, by majority vote, reduce absentee voting hours in the office of the clerk to a minimum of four (4) hours on this date. (NOTE: In a municipal election year, IC 3-11-10-26.5 allows counties to amend dates and hours.) (IC 3-11-10-26)

### ABS

All vote center counties must have one vote center that is used on Election Day to be established as a satellite early voting location for at least seven (7) hours to permit in-person absentee ballot voting. This vote center location is in addition to the requirement that the office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration be open for in-person early voting. (*see related entry above*) (IC 3-11-18.1-4(15))

**DEADLINE**, for the county executive or Mayor of Indianapolis to change the polling place for a precinct in the county in a non-vote center county. However, if the county election board or Lake, Porter, and Tippecanoe County boards of elections and registration determines by a unanimous vote that the use of a polling place at an election would be dangerous or impossible, the board may order the relocation of the polling place after this date. The board shall give the best possible notice of the change to news media and the voters of the precinct. (IC 3-11-8-3.2) *NOTE: For vote center counties, the county election board can unanimously agree to amend their county's vote center plan at any time, including a change to an Election Day voting location.*

First day an inspector or other member of the precinct election board authorized in writing by the inspector may pick up ballots and election supplies for the inspector's precinct. In counties that use electronic poll books, the county election board may deliver the electronic poll book to the inspector or inspector's authorized representative for delivery to the polls. Before delivery of an electronic poll book, the county election board shall do the following: 1) affix a tamper-proof numbered seal to the electronic poll book or a secure container that includes a single electronic poll book; 2) record the number of the seal affixed to each electronic poll book or container; and 3) provide a list of the units and the number of the unit's seal to the inspector. A county election board may adopt a unanimous resolution to use an alternative electronic poll book delivery protocol instead of using seals but the resolution must be filed with the Indiana Election Division before delivery and the resolution must set forth the following information: 1) The method to be used to ensure that an electronic poll book is not accessed, modified, or tampered with after the electronic poll book is transferred by the county election board to the inspector or the inspector's authorized representative for delivery; and 2) The method for a precinct election board or vote center officers to determine and document on behalf of the county election board that each electronic poll book was successfully secured against improper

access, modification, or tampering before delivery to the polling place or vote center. (IC 3-11-3-10)

### **SATURDAY, NOVEMBER 4, 2023**

**Beginning at noon**, a county that uses electronic poll books at the polls on Election Day or that has adopted a vote center plan may adopt a resolution, and by unanimous vote of the entire membership of the board, may have their absentee ballot counters, in the presence of the county election board, process the absentee ballot of a voter as any absentee ballot that has been received by the county election board not later than noon, four (4) days before the election. The absentee ballot counters shall do all the following:

- (1) Conduct a review of the absentee ballot required IC 3-11.5-4-12(a)-(c). Marion County and any other county that has adopted a resolution to forgo the second review of the absentee ballot envelope and determining if the voter is a qualified of the precinct for all voters who voted absentee in-person or by travel board apply to this procedure. County election boards cannot pass a resolution to waive the second signature review of absentee ballots sent by mail.
- (2) Determine if the absentee ballot cannot be counted according to IC 3-11.5-4-13.
- (3) Open the envelope containing the absentee ballot in a manner that does not deface or destroy the affidavit and take out each ballot enclosed without unfolding or permitting the ballot to be unfolded or examined.
- (4) Determine if the absentee ballot has been endorsed with the initials of:
  - a. the two (2) members of the absentee voter board in the office of the clerk of the circuit court under IC 3-11-4-19 or IC 3-11-10-27;
  - b. the two (2) members of the absentee voter board visiting the voter under IC 3-11-10-25; or
  - c. the two (2) appointed members of the county election board or the members' designated representatives under IC 3-11-4-19.

If the team of absentee ballot counters determines the absentee ballot can be counted, then the absentee ballot must be stored in an envelope or container kept for ballots of the same precinct. The envelope or container must have the name of the precinct written on the envelope or container and be stored in a secure manner under dual lock controlled by both appointed members of the county election board. (Marion County has separate procedures for storing its absentee ballots.) (IC 3-11.5-4-11.5)

### **SUNDAY, NOVEMBER 5, 2023**

**CFA**

**6 a.m.**, end of the **pre-** municipal **supplemental campaign finance reporting period** for candidates on the municipal ballot. Contributions from a person that total \$1,000 or more received by a candidate on the municipal election ballot after that time must be reported on the committee's annual campaign finance report. (IC 3-9-5-20.1)

**DEADLINE** for a precinct inspector or other member of the precinct election board authorized in writing by the inspector may pick up ballots and election supplies for the inspector's precinct. In counties that use electronic poll books, the county election board may deliver the electronic poll book to the inspector or inspector's authorized representative. (IC 3-11-3-10)

**DEADLINE**, in a county that does not use electronic poll books, for the county election board or the Lake, Porter, and Tippecanoe County boards of election and registration to provide a certificate to inspectors stating the names of the voters: (1) to whom absentee ballots were sent or who marked ballots in person; and (2) whose ballots have been received by the county election board under IC 3-11-10. The clerk may provide the inspector with a **pre-marked poll list** that indicates individuals who have voted by absentee ballot when the inspector picks up the poll list and other supplies on the weekend before Election Day. In counties that use

electronic poll books the names of voters from whom absentee ballots have received are updated through noon on election day eliminating the need for lists of absentee voters or absentee ballot couriers. (IC 3-11.5-4-1; IC 3-11.5-4-22; IC 3-11.5-4-24)

### **SUNDAY, NOVEMBER 5, 2023**

**Beginning at noon**, a county that uses electronic poll books at the polls on Election Day or that has adopted a vote center plan may adopt a resolution, and by unanimous vote of the entire membership of the board, may have their absentee ballot counters, in the presence of the county election board, process the absentee ballot of a voter as any absentee ballot that has been received by the county election board not later than noon, three (3) days before the election. The absentee ballot counters shall do all the following:

- (1) Conduct a review of the absentee ballot required IC 3-11.5-4-12(a)-(c). Marion County and any other county that has adopted a resolution to forgo the second review of the absentee ballot envelope and determining if the voter is a qualified of the precinct for all voters who voted absentee in-person or by travel board apply to this procedure. County election boards cannot pass a resolution to waive the second signature review of absentee ballots sent by mail.
- (2) Determine if the absentee ballot cannot be counted according to IC 3-11.5-4-13.
- (3) Open the envelope containing the absentee ballot in a manner that does not deface or destroy the affidavit and take out each ballot enclosed without unfolding or permitting the ballot to be unfolded or examined.
- (4) Determine if the absentee ballot has been endorsed with the initials of:
  - a. the two (2) members of the absentee voter board in the office of the clerk of the circuit court under IC 3-11-4-19 or IC 3-11-10-27;
  - b. the two (2) members of the absentee voter board visiting the voter under IC 3-11-10-25; or
  - c. the two (2) appointed members of the county election board or the members' designated representatives under IC 3-11-4-19.

If the team of absentee ballot counters determines the absentee ballot can be counted, then the absentee ballot must be stored in an envelope or container kept for ballots of the same precinct. The envelope or container must have the name of the precinct written on the envelope or container and be stored in a secure manner under dual lock controlled by both appointed members of the county election board. (Marion County has separate procedures for storing its absentee ballots.) (IC 3-11.5-4-11.5)

### **MONDAY, NOVEMBER 6, 2023**

**ABS**

**DEADLINE**, by noon, for a voter to vote an absentee ballot in-person in one office of the circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration or at a satellite absentee voting facility established by the county election board. A voter in the act of voting at noon may complete voting and a voter waiting in line to vote at noon may vote, if otherwise qualified to do so, and if the Circuit Court Clerk's designee indicates that the voter was present at noon by writing down the name of the voter, stamping the voter's hand, or standing immediately behind the last voter in line at noon. (IC 3-11-4-3; IC 3-11-10-26; IC 3-11-10-29.2)

**ABS**

**DEADLINE**, by noon, for the Indiana Election Division, circuit court clerk or Lake, Porter, and Tippecanoe County boards of elections and registration to receive a mailed, faxed, emailed, or hand delivered absentee ballot application from a voter requesting an absentee travelling board to visit the voter at the voter's location because of illness or injury of the voter, or because the voter is caring for a confined person at a private residence. (IC 3-11-4-3(a)(3); IC 3-11-4-3(b); IC 3-11-10-25)

## MONDAY, NOVEMBER 6, 2023

**ABS DEADLINE** (by midnight) for a travelling absentee voter board to visit and vote a voter at the voter's location because of illness or injury or because the voter is caring for a confined person at a private residence. A county election board, by unanimous vote of its entire membership, may authorize a person who is otherwise qualified to vote in person to vote by absentee ballot if the board determines that the person has been hospitalized or suffered an injury following the final date and hour for applying for an absentee ballot that would prevent the person from voting in person at the polls. (IC 3-11-4-1; IC 3-11-10-25; IC 3-11-10-24(b))

**ABS DEADLINE**, by noon, for the Indiana Election Division, circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration to receive an absentee ballot application from a military or overseas voter who requests to vote an absentee ballot by fax or email. The application may be delivered to the circuit court clerk or the Lake, Porter, and Tippecanoe County boards of elections and registration by hand delivery, mail, fax, or email. (IC 3-11-4-3(a)(2)(B); IC 3-11-4-3(b); IC 3-11-4-4(a)(4))

**DEADLINE**, by noon, for the county chairmen of the two major political parties to make a written recommendation to the county election board for the appointment of individuals as provisional ballot counters. If a county chairman fails to make a nomination, the county election board may appoint any voter of the county. (*Transferred from Saturday, November 4, 2023*; IC 3-11.7-3-4; IC 3-11.7-3-5)

**DEADLINE**, by 4 p.m., for a voter who has moved to a different precinct within the same county and congressional district and, in this municipal election year, **within the same city or town**, to execute a transfer request for the voter's registration in the county voter registration office if the voter otherwise qualifies. This transfer allows the voter to return to the voter's old precinct and vote at that location one final time. (IC 3-10-11-7; IC 3-10-12-4) **STATE FORM: VRG-4/12 (Affidavit of Request for Transfer of Voter Registration at the Time of Requesting a Ballot)**

**DEADLINE**, by 4 p.m., for a voter who has moved to a different precinct in Indiana less than 30 days before the municipal election, to execute a voter registration transfer request in the county voter registration office. **In a municipal election year, this procedure only applies to a voter who changes residence within the same city or town.** This transfer allows the voter to return to the voter's precinct of former residence and vote at that location one final time. After this time, the affidavit may be executed in person at the polling place in the voter's precinct of former residence. (IC 3-10-11-7) **STATE FORM: VRG-4/12 (Affidavit of Request for Transfer of Voter Registration at the Time of Requesting a Ballot)**

**DEADLINE**, by 6 p.m., for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registrations to deliver the voting system and equipment to each polling place. In precincts using computerized electronic voting systems, the county election board shall have the system put in order, set and adjusted, and ready for use in voting. Voting systems may be delivered to precincts by any of the following: 1) the county election board; 2) a bipartisan team of individuals as designated by the county election board; or 3) a commercial delivery entity contracted by the county election board. A person who is imprisoned (such as a county jail inmate), subject to lawful detention, on probation, subject to home detention, or placed in a community corrections program, may not deliver a voting system. The person or persons delivering the voting system must sign a certificate that contains the following: 1) a statement that the voting system remained in the custody and control of the persons delivering the voting system during the period between leaving the custody of the county election board and delivery to the polling location; 2) a statement that no other individual had access to any

voting system; and 3) documentation of an individual who received the voting system when it was delivered to the polls; and 4) the written name and signature of the individual receiving the voting system at the polls. The person or persons delivering the voting system must file the completed certificate with the county election board immediately upon delivery. (IC 3-11-3-10, IC 3-11-11-1.8; IC 3-11-13-6; IC 3-11-14-13) **STATE FORMS: CEB-1A (Certification of Delivery of Voting Systems to Precinct or Vote Center)**

### **MONDAY, NOVEMBER 6, 2023**

**DEADLINE** for a county election board to conduct a training and educational meeting for inspectors, judges, poll clerks, assistant poll clerks, and sheriffs. Inspectors must attend this meeting. The county election board may require other precinct election officers to attend as well. A county election board may allow an individual to serve as a precinct election officer if the individual is appointed after the training and educational meeting or the poll worker demonstrates to the county election board that the individual was unable to attend the meeting due to a good cause. (IC 3-6-6-40)

Each full service license branch must remain open from 8:30 a.m. local time until 8:00 p.m. local time, solely for the purpose of issuing driver's licenses and state identification cards. (IC 9-14.1-2-5)

**DEADLINE** for the county election board in a vote center county to do both of the following: 1) make the comparison between the sample ballots, regular official ballots, and provisional ballots; and 2) certify that the ballots are in agreement on the CEB-40. A copy of the certification shall be entered into the minutes of the county election board. The county election board shall have copies of each sample ballot for each precinct available for inspection by a voter at each vote center and post a notice in the vote center stating that sample ballots are available for inspection upon request by the voter. (IC 3-11-11-1.9, IC 3-11-13-27, IC 3-11-14-17) **STATE FORM: CEB-40 (Certificate of Ballot Agreement in a Vote Center County; Notice to Voters)**

Beginning at **noon**, a county that uses electronic poll books at the polls on Election Day or that has adopted a vote center plan may adopt a resolution, and by unanimous vote of the entire membership of the board, may have their absentee ballot counters, in the presence of the county election board, process the absentee ballot of a voter as any absentee ballot that has been received by the county election board not later than noon, two (2) days before the election. The absentee ballot counters shall do all the following:

- (1) Conduct a review of the absentee ballot required IC 3-11.5-4-12(a)-(c). Marion County and any other county that has adopted a resolution to forgo the second review of the absentee ballot envelope and determining if the voter is a qualified of the precinct for all voters who voted absentee in-person or by travel board apply to this procedure. County election boards cannot pass a resolution to waive the second signature review of absentee ballots sent by mail.
- (2) Determine if the absentee ballot cannot be counted according to IC 3-11.5-4-13.
- (3) Open the envelope containing the absentee ballot in a manner that does not deface or destroy the affidavit and take out each ballot enclosed without unfolding or permitting the ballot to be unfolded or examined.
- (4) Determine if the absentee ballot has been endorsed with the initials of:
  - a. the two (2) members of the absentee voter board in the office of the clerk of the circuit court under IC 3-11-4-19 or IC 3-11-10-27;
  - b. the two (2) members of the absentee voter board visiting the voter under IC 3-11-10-25; or

- c. the two (2) appointed members of the county election board or the members' designated representatives under IC 3-11-4-19.

If the team of absentee ballot counters determines the absentee ballot can be counted, then the absentee ballot must be stored in an envelope or container kept for ballots of the same precinct. The envelope or container must have the name of the precinct written on the envelope or container and be stored in a secure manner under dual lock controlled by both appointed members of the county election board. (Marion County has separate procedures for storing its absentee ballots.) (IC 3-11.5-4-11.5)

## **TUESDAY, NOVEMBER 7, 2023 MUNICIPAL ELECTION DAY (IC 3-10-6-5)**

**DEADLINE**, by 5 a.m., for the members of the precinct election board, poll clerks, and sheriffs to meet at the polling place. (IC 3-11-11-2; IC 3-11-13-27; IC 3-11-14-16)

In a poll using an electronic voting system that is not a vote center, each precinct election board must: (1) compare the ballot label on each electronic voting system with the sample ballot to see that it is correct; (2) see that the system records zero (0) votes for each candidate and on each public question; and (3) see that the system is otherwise in perfect order before the polls open. The board then shall certify that the ballot labels and the sample ballots are in agreement. (IC 3-11-14-13; IC 3-11-14-17) **STATE FORM: PRE-1 (Precinct or Vote Center Oath Book)**

In a poll using an optical scan ballot card voting system that is not a vote center, the precinct election board must (1) compare the ballot cards used in the marking device with the sample ballots furnished and determine whether the names, numbers, and letters are in agreement; (2) see that the system records zero (0) votes for each candidate and on each public question; and (3) see that the system is otherwise in perfect order before the polls open. The board then shall certify that the ballot labels and the sample ballots are in agreement. (IC 3-11-13-27) **STATE FORM: PRE-1 (Precinct or Vote Center Oath Book)**

In a vote center county using an optical scan ballot card voting system or an electronic voting system, the precinct election board shall see that the system records zero (0) votes for each candidate and on each public question and see that the system is otherwise in perfect order. Additionally, not later than the first date that a voter may cast a ballot at a vote center, the county election board shall make a comparison between the sample ballots, regular official ballots, and provisional ballots and certify that the ballots are in agreement. (IC 3-11-13-27; IC 3-11-14-17)

In a county using electronic poll books, the inspector and judge of the opposite political party from the inspector certify the following regarding the seal on each electronic poll book or container of a single electronic poll book provided to this precinct by the county election board: 1) The seal is intact; 2) The seal shows no evidence of tampering; and 3) The seal bears the number indicated on the list provided to the inspector by the county election board. (IC 3-8-3-[New]) **STATE FORM: PRE-1 (Precinct or Vote Center Oath Book)**

The precinct election board shall post the Voter's Bill of Rights in a public place in each polling place on election day. (IC 3-5-8-3)

In counties that are not vote center counties, the precinct election board shall post sample ballots near the entrance to the polls and see that they are available to public inspection throughout the day. (IC 3-11-11-1.9; IC 3-11-13-27; IC 3-11-14-17)

In a vote center county, the county election board shall post a notice stating that the sample ballots for each precinct are available upon request by the voter. (IC 3-11-11-1.9; IC 3-11-13-10; IC 3-11-14-5) **STATE FORM: CEB-40 (Certificate of Ballot Agreement in a Vote Center County; Notice to Voters)**

In a county using electronic poll books, the county election board shall provide a notice that the inspector shall post that warns that making a false statement by signing the electronic poll list or concerning the individual's name or residence address is punishable as a Level 6 felony. The notice must be posted in a location clearly visible to a voter who provides information to the precinct election officer using the electronic poll book. (IC 3-7-29-1; IC 3-11-13-11)

5:30 a.m. A challenger, pollbook holder, or watcher may enter into the polling place. (IC 3-6-7-5, IC 3-6-8-4; IC 3-6-9-13; IC 3-6-10-5.5; IC 3-11-8-15, IC 3-11-8-16)

**POLLS OPEN**, 6 a.m. to 6 p.m., prevailing local time. (IC 3-11-8-8)

Each full service license branch must remain open from 6:00 a.m. local time until 6:00 p.m. local time, solely for the purpose of issuing driver's licenses and state identification cards. (IC 9-14.1-2-5)

Any time after 6:00 a.m., in a vote center county or county that uses electronic poll books that has passed a unanimous resolution of the county election board, for absentee counters to begin counting absentee ballots. Absentee ballots must be processed by the absentee ballot counters prior to counting and the electronic poll books must be updated to reflect receipt of the absentee ballots not later than 12:01 a.m. on election day under this procedure. (IC 3-11.5-4-11; IC 3-11.5-6-3)

The appointments of precinct judge, poll clerk, or sheriff expire at NOON if they were appointed to serve in that precinct election office for the first half of election day. The beginning of the term of a precinct election officer appointed to serve for the last part of election day. (IC 3-6-6-10; IC 3-6-6-11)

**DEADLINE**, by noon, for certain absent uniform services voters (*or the voter's spouse or dependent*), not previously registered, to register and vote in the office of the clerk or at another location as designated by resolution of the county election board. (IC 3-7-36-14; IC 3-11-4-3)

**STATE FORMS: ABS-IN PERSON, VRG-11, ABS-11 (Uniform Services Voter Registration Certificate), ABS-13 (Affidavit for Late Registration by Absent Uniform Service Voter in 2023)**

**DEADLINE**, by noon, for the county voter registration office to visit the appropriate post office to accept delivery of mail containing residency confirmation documentation submitted by a first-time Indiana voter who submitted a voter registration application by mail and who has, up to that point, failed to submit residency confirmation documents. The county voter registration office shall immediately notify the county election board of the names of voters who have filed additional residency confirmation documents so that the county election board can send this information to precinct election boards. (IC 3-11-10-11)

**DEADLINE**, by noon, for the clerk (or clerk's agent) to visit the post office to receive voted mailed absentee ballots. In general, absentee ballots delivered by hand, mail, fax, or email and received after 6:00 pm, local prevailing time, are considered as arriving too late and may not be counted. (IC 3-11.5-4-7; IC 3-11.5-4-10; IC 3-12-1-17) *Note: This 6:00 pm deadline for receipt of absentee ballots does not apply to an absentee ballot mailed by an overseas voter. See related entry for November 17, 2023.*

**DEADLINE**, by 3 p.m., in a county that uses paper poll books instead of electronic poll books, for the county election board or Lake, Porter, and Tippecanoe County boards of election and registration (*or their agent*) to deliver a certificate to each precinct setting forth the absentee ballots received by noon on election day. (IC 3-11.5-4-8)

**DEADLINE**, by 5 p.m., for the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to issue a certificate to a voter who appears in person before the board if the voter's absentee ballot has been rejected or the voter's absentee ballot was not received by noon on election day, to permit that voter to vote at the precinct if otherwise qualified to do so. (IC 3-11.5-4-13; IC 3-11.5-4-21) **STATE FORM: ABS-21**



**(Certificate of Absentee Ballot Rejection or Failure to Timely Receive Absentee Ballot By Mail)**

**DEADLINE**, by 6 p.m. for a county election board in all counties to receive an absentee ballot by mail, fax, or electronic mail, prevailing local time on Election Day. (IC 3-11.5-4-10) *Note: This 6:00 pm deadline for receipt of absentee ballots does not apply to an absentee ballot mailed by an overseas voter. See related entry for November 18, 2023.*

**DEADLINE**, 6 p.m., for a voter who returned an **absentee ballot** and is required to submit additional residency confirmation documents, to file the additional documents with the county voter registration office for the ballot to be counted. (IC 3-11-4-18; IC 3-11-10-16; IC 3-11-10-16.5; IC 3-11.5-4-12; IC 3-11.7-5-2(c))

**DEADLINE**, by 6 p.m., for a voter who voted a **provisional ballot** at the polls because the voter failed to provide required additional residency confirmation documentation prior to voting, for the voter to file a copy of the required additional residency confirmation documentation with the county voter registration office to permit the provisional ballot to be counted. If the voter fails to meet this deadline, the voter's provisional ballot is invalid and may not be counted. (IC 3-11-8-25; IC 3-11-8-25.2; IC 3-11.7-5-2(c))

**DEADLINE**, by 6 p.m., for the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to convene in the room provided for the board to canvass votes and declare the results of the election. (IC 3-12-4-6) *(Note: The deadline for declaring the results of the election does not apply to the board's determination of whether to count provisional ballots. See entry for November 17, 2023)*

In counties using a ballot card voting system where votes cast on ballot cards at the precinct on election day are tabulated at a central location, all ballot cards must be sealed and delivered to the canvassing location immediately after the polls are closed and the number of ballot cards are counted and compared with the number of voters shown on the poll lists. (IC 3-12-3-1; IC 3-12-3-2)

In counties using a ballot card voting system where votes cast on ballots cards at the precinct on election day are tabulated at the polling location where the ballot was cast, the precinct election board shall (1) process the ballots cards with the automatic tabulating machine provided to the precinct, if the vote is not automatically registered by the ballot card voting system when the ballot completes and cast their ballot; (2) take the vote as tabulated by the automatic tabulating system or as automatically registered by the ballot card voting system; and (3) certify the totals and the ballot count on forms supplied to the precinct for that purpose. Copies of that vote totals that have been tabulated shall be delivered to each member of the precinct election board. One (1) copy of the vote totals shall be prepared and signed by the precinct election board for the news media on a form furnished by the county election board. (IC 3-12-3-2)

If a precinct election board administers more than one (1) precinct at an Election Day polling location, the board shall keep the ballots cast in each precinct separate from ballots cast in any other precinct, so that the votes cast for each candidate and on each public question in each of the precincts administered by the board may be determined. In a vote center county, except for Marion County, the precinct election board administering an election at a vote center shall keep the ballots cast in each precinct separate from the ballots cast in any other precinct whose election is administered at the vote center, so that the votes cast for each candidate and on each public question in each of the precincts administered by the board may be determined

and included on the statement required by IC 3-12-4-9. (IC 3-11-8-4.3; IC 3-12-3.5-3; IC 3-11-18.1-14)

In a precinct using a direct record electronic (DRE) voting system, the inspector must announce after the close of the polls and the tabulation of votes that the printout of precinct results is available for inspection by precinct election officials and watchers. If a precinct or vote center uses a direct record electronic voting system that contains a voter verifiable paper audit trail, the election board is not required to print out the paper audit trail in preparing the certificates setting forth the number of votes prepared. (IC 3-12-3.5-2; IC 3-12-3.5-3)

At the close of the polls, the precinct election board must seal all provisional ballots and any spoiled provisional ballots in the required container. The inspector must return the container to the circuit court clerk at the close of the polls. (IC 3-11.7-2-4)

**DEADLINE**, by 8 p.m., for the county election board to begin entering unofficial results on the state's election results website using SVRS. Must be done at least every 2 hours from 8 p.m. to midnight on Election Day, then resume entering unofficial election results at 9 a.m., local prevailing time, the day following Election Day, at least once an hour, until the unofficial results are published. (IC 3-12-4-6.3)

**DEADLINE**, by midnight, for the inspector and judge of the opposite political party to deliver to the county election board or Lake, Porter, and Tippecanoe County boards of elections and registration certification of the vote count and other election materials. (IC 3-12-2-7; 3-12-3-10; 3-12-3.5-4) **STATE FORM: CEB-1B (Certification of Return of Precinct or Vote Center Election Materials by Inspector and Judge)**

**DEADLINE**, any time after the polls close, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registrations to return the voting system and equipment from each polling place to a storage facility to be secured under IC 3-11-15-46. Voting systems may be returned from polling places by any of the following: 1) the county election board; 2) a bipartisan team of individuals as designated by the county election board; or 3) a commercial delivery entity contracted by the county election board. A person who is imprisoned (such as a county jail inmate), subject to lawful detention, on probation, subject to home detention, or placed a community corrections program, may not deliver a voting system. The person or persons delivering the voting system must sign a certificate that contains the following: 1) a statement that the voting system remained in the custody and control of the persons returning the voting system during the period between leaving the polling place and delivery to the location designated for securing voting systems under IC 3-11-15-46; 2) a statement that no other individual had access to any voting system; and 3) documentation of an individual who received the voting system when it was being returned from the polls; and 4) the written name and signature of the individual receiving the voting system at the polls. The person or persons delivering the voting system must file the completed certificate with the county election board immediately upon delivery. (IC 3-12-3-2.2; IC 3-12-3.5-4.5) **STATE FORM: CEB-1C (Certification of the Return of Voting Systems)**

The appointment of a precinct election officer expires when the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration complete the canvass of the precinct. (IC 3-6-6-37)

### **WEDNESDAY, NOVEMBER 8, 2023**

Effective date of an order adopted on or after September 8, 2023, by the board of commissioners of a county to establish a board of registration to administer voter registration within the county, rescinding a previously adopted order to establish a board of registration, or abolishing a board of registration previously established by state law (IC 3-12-7-3) before that law was repealed. (IC 3-7-12-5; IC 3-7-12-5.5)

Effective date of an order adopted by a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration on or after September 8, 2023 to rescind any previously adopted resolution before the 2023 primary providing that absentee ballots to be voted before a traveling absentee board are to be initialed by the county election board or board of elections and registration (*and not initialed by the traveling board visiting the voter*). (IC 3-11-10-27)

Effective date of an order adopted by a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration adopting a vote center plan that was not filed with the Indiana Election Division by September 8, 2023, (IC 3-11-18.1-8)

### **THURSDAY, NOVEMBER 9, 2023**

**DEADLINE**, for the county election board to provide notice to a voter where it is determined their absentee ballot has been returned with a signature mismatch or a missing signature on the absentee ballot envelope if the determination of the missing signature or signature mismatch is on election day. (IC 3-11.5-4-13.5; IC 3-11.5-4-13.6) **STATE FORMS: ABS-18A (Signature Absentee Mismatch Notice) and ABS-18B (Missing Absentee Signature Notice)**

### **FRIDAY, NOVEMBER 10, 2023**

**Veterans Day (Observed)**

Indiana Election Division closed

### **SUNDAY, NOVEMBER 12, 2023**

End of the period during which a homeowners' association may not adopt or enforce a rule that prohibits a member of the homeowners' association from displaying a political sign on the member's property (IC 32-21-13-4)

### **MONDAY, NOVEMBER 13, 2023**

**DEADLINE**, by noon, for full-service registration agency to respond to an inquiry by a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration indicating whether the agency's records contain any information regarding the registration. If the agency does not respond to the board's inquiry, or if the agency responds that the agency has no record of the alleged registration, the board shall reject the provisional ballot and (1) document on the ballot the inquiry and response, if any, by the agency; and (2) endorse the ballot with the word "Rejected" and the inquiry and response, if any, by the voter registration agency. (*Transferred from Friday, November 10, 2023; IC 3-11.7-5-2*)

**DEADLINE**, if the county election board or the Lake, Porter, and Tippecanoe County board of elections and registration has not held a hearing to determine the validity of provisional ballots by this date to enter in the statewide voter registration system (SVRS) the name and address of each individual who has completed a provisional ballot, and the date and time the county election board will meet to determine the validity of a provisional ballot under IC 3-11.7-5. Note: If the county election board or the Lake, Porter, and Tippecanoe County board of elections and registration holds a provisional ballot hearing on or before this date the information required to

be entered into SVRS must be entered not later than twenty-four (24) hours before the meeting. (*Transferred from Friday, November 10, 2023; IC 3-11.7-6-3*)

### **MONDAY, NOVEMBER 13, 2023**

End of the period in which a political subdivision may not enforce an ordinance or regulation relating to the number or size of signs. "Signs" refers to a sign with a surface area of which is not greater than thirty-two (32) square feet. For purposes of determining the surface area of a sign under this section, if a sign consists of two (2) faces, only the surface area of one (1) of the faces is considered if (1) the faces are mounted back to back; and (2) the measure of the angle between the faces is not more than fifteen (15) degrees. This does not prohibit a political subdivision from enforcing an ordinance or regulation relating to the number or size of signs at any time if necessary to ensure public safety. (IC 36-1-3-11)

### **TUESDAY, NOVEMBER 14, 2023**

**DEADLINE** for a county voter registration office to notify the co-directors of the Indiana Election Division that a voter produced a receipt indicating that the voter had applied to register at the bureau of motor vehicles (*or another "full service" agency*), and was allowed to vote on election day, although the voter's name did not appear on the precinct voter registration list. (IC 3-7-48-9)

### **WEDNESDAY, NOVEMBER 15, 2023**

**DEADLINE**, by noon, for an absentee voter with a mismatched or missing signature to file an affidavit with the county election board by mail, hand, fax, or email. (IC 3-11.5-4-13.5; IC 3-11.5-4-13.6) **STATE FORMS: ABS-18A (Signature Absentee Mismatch Notice) and ABS-18B (Missing Absentee Signature Notice)**

### **FRIDAY, NOVEMBER 17, 2023**

**DEADLINE**, by noon, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections to receive an absentee ballot cast by mail by an overseas voter. The absentee ballot is not considered to be arriving too late if the absentee ballot envelope is postmarked no later than municipal election day (November 7, 2023) and the board, by unanimous vote of its entire membership, determines that the postmark date complies with this requirement. If the board is unable to determine the postmark date, the absentee ballot may not be counted. (IC 3-12-1-17).

**DEADLINE**, by noon, for a voter who voted a provisional ballot because the voter was unable or declined to present a photo identification at the polls to satisfy the photo identification requirement by producing photo identification to the county election board or circuit court clerk and signing an affidavit indicating that the voter is the same person who cast the provisional ballot on election day. The voter may also satisfy the photo identification requirement by appearing at the office of the county election board or circuit court clerk and signing an affidavit indicating that the voter is the same person who cast the provisional ballot on election day and that the voter cannot obtain a photo identification because the voter is either: a) indigent and unable to obtain a photo identification without the payment of a fee; or b) has a religious objection to being photographed. (IC 3-11.7-5-1; IC 3-11.7-5-2.5) **STATE FORM: PRO-10 (Affidavit of Challenged Voter Concerning Proof of Identification Requirement)**

**DEADLINE**, by noon, for the county election board to discuss and publish a document that compiles the following information for each precinct (or vote center in a vote center county) using an electronic voting system: 1) The number of votes cast on the electronic voting systems in the precinct (or vote center), as shown on the form returned from the precinct (or vote center); 2) The number of voters who received a ballot at the polls according to the poll lists as shown

on the form returned from the precinct (or vote center); and 3) The difference between the number in subdivision (1) and the number in subdivision (2). (IC 3-12-3.5-8) **STATE FORM: PRE-16 (Inspector and Judge's Report of Total Number of Votes Cast on Electronic Voting Systems in Precinct / Vote Center and Number of Voters Who Received Ballot at Precinct Vote Center as Indicated by Signing Poll List)**

### **FRIDAY, NOVEMBER 17, 2023**

**DEADLINE**, by 3 p.m., for a county election board or the Lake, Porter, and Tippecanoe County boards of elections to make a determination whether or not to count a provisional ballot. Immediately upon completion of the provisional ballot count, the provisional ballot counters must make a certificate showing the total number of provisional ballots cast for each candidate and on each public question. (IC 3-11.7-5-1; IC 3-11.7-5-28)

### **MONDAY, NOVEMBER 20, 2023**

**CFA**

**DEADLINE** for the Indiana Election Division, a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration to send a campaign finance delinquency notice to a person who failed to file a pre- municipal election campaign finance report. (*Transferred from Sunday, November 19, 2023*; IC 3-9-4-14(a)(2)(A))

**DEADLINE**, by noon, for a circuit court clerk or the Lake and Porter County Election Directors to prepare a statement specifying the number of votes cast: (1) for each candidate for a city or town office commissioned by the governor (*city judge; town judge*); and (2) for each candidate for any other local office declared elected by the county election board or Lake, Porter, and Tippecanoe County board of elections and registration; The circuit court clerk or the Lake and Porter County Election Directors shall send the statement to the Indiana Election Division. **The statement must be sent by using SVRS unless the Election Division authorizes the use of an alternative method for transmission of the results.** (IC 3-12-5-1; IC 3-12-5-1.5; IC 3-12-5-5; IC 3-12-5-6; IC 3-12-5-11) **SVRS FILINGS: CEB-11**

**DEADLINE**, by noon, for a circuit court clerk or the Lake and Porter County Election Directors to send to the Indiana Election Division a Statement of the Votes Cast on Local Public Questions. **This must be sent using SVRS unless the Indiana Election Division authorizes the use of an alternative method for transmission of the results.** (IC 3-10-1-32; IC 3-10-1-33; IC 3-12-5-1) **SVRS FILINGS: CEB-25 (Statement of the Votes Cast for School Board Offices and on Local Public Questions), CEB-26A (Certificate of Circuit Court Clerk Declaring Public Question to Reorganize Political Subdivisions Approved or Rejected), CEB-26B (Certificate of Circuit Court Clerk Declaring Public Question to Reorganize Municipality and Township Approved or Rejected), CEB-26C (Certificate of Circuit Court Clerk Declaring Public Question to Reorganize Municipality and County That Does Not Contain a Consolidated City Approved or Rejected)**

**DEADLINE**, for a county election board or the Lake, Porter, and Tippecanoe County board of elections and registration to enter in the statewide voter registration system (SVRS) for each individual who has completed a provisional ballot whether the individual's provisional ballot was counted, and if the individual's provisional ballot was not counted the reason why the provisional ballot was not counted. (IC 3-11.7-6-3)

### **TUESDAY, NOVEMBER 21, 2023**

**DEADLINE**, by noon, for a candidate for election to a local office at the municipal election to file a verified petition for a recount or contest of the election with the appropriate circuit court clerk. *See related entry for Monday, November 27, 2023, deadline for a county chairman to file a petition.* (IC 3-12-6-1; IC 3-12-6-2; IC 3-12-8-5)

**TUESDAY, NOVEMBER 21, 2023**

**DEADLINE**, by noon, for a voter who desires a recount of the votes cast at the municipal election concerning a local public question to file a verified petition with the circuit court clerk. (IC 3-12-12-2)

**DEADLINE**, for a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration to transmit a post-election report concerning the municipal election to the Indiana Election Division. The post-election report shall include the number of absentee ballots: (1) transmitted to absent uniformed services voters and overseas voters for the municipal election; and (2) returned by absent uniformed services voters and overseas voters and cast in the election. The filing of the report must also include the county's certified precinct level election results. **This must be sent using SVRS.** (IC 3-6-5-17, IC 3-6-5-17.5) **STATE FORM: CEB-9, Section I (County Election Report)**

**INDIANA GENERAL ASSEMBLY ORGANIZATIONAL DAY** (IC 2-2.1-1-2)

**THURSDAY, NOVEMBER 23, 2023**

**Thanksgiving Day**

Indiana Election Division closed

**FRIDAY, NOVEMBER 24, 2023**

**Lincoln's Birthday (observed)**

Indiana Election Division closed

**MONDAY, NOVEMBER 27, 2023**

**DEADLINE**, by noon, for the county chairman of a candidate for nomination to a local office, to file a verified petition for a recount of the municipal election with the appropriate circuit court clerk if a candidate has not previously filed a recount petition. (*Transferred from Friday, November 24, 2023; IC 3-12-6-2*)

**DEADLINE**, by noon, for the Indiana Election Division, a county election board, or the Lake, Porter, and Tippecanoe County boards of elections and registration to correct an error in the certification of the vote for a candidate or on a public question. *NOTE: This deadline does not apply to the correction of a certification resulting from a petition filed for a recount of the election.. (Transferred from Friday, November 24, 2023; IC 3-12-5-14; IC 3-12-5-8(a))*

First day, after noon, for the issuance of a certificate of election to a candidate for a municipal office (IC 3-12-5-2; 3-12-5-14; 3-12-5-16) **STATE FORMS: CEB-27 (mayor), CEB-28 (city common council), CEB-29 (city-county council), CEB-30 (city clerk), CEB-31 (city clerk-treasurer), CEB-32 (town clerk-treasurer), CEB-33 (town council)** [*NOTE: No certificate of election is issued to persons elected as city judges or town judges since these offices are commissioned by the governor.*]

First day, after noon, that unused ballots from the municipal election may be destroyed. The county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration shall retain one (1) regular official ballot from each township in the county and one (1) provisional ballot from any precinct in the county as part of the board's minutes. (*Transferred from Friday, November 24, 2023; IC 3-11-3-31; IC 3-6-5-13*) *NOTE: Voted ballots must remain sealed for a period of 22-months, and after this period, may be destroyed pursuant to IC 3-10-1-31.1. If a recount or contest has been filed affecting an election in the county, then the unused ballots may not be destroyed until completion of the recount or contest.*

**TUESDAY, NOVEMBER 28, 2023**

**DEADLINE**, by noon, for a candidate elected to a municipal office on the face of the municipal election returns, to file a verified cross-petition for a recount of the municipal election with the appropriate circuit court clerk. (IC 3-12-6-4)

**THURSDAY, NOVEMBER 30, 2023**

**DEADLINE**, by noon, for the state chairman of a major political party to certify the following to the election division and to each county committee of the party: (1) The number of state convention delegates to be elected in each county; (2) Whether the state convention delegates are to be elected from districts or at large in each county; (3) If a county is to elect state convention delegates from districts, how many districts must be established in each county. The county committee shall establish any delegate districts required to be established and file descriptions setting forth the district boundaries with the county election board (*See entry for December 31, 2019; IC 3-8-4-3*)

Beginning, at noon, of term of town council members and a town clerk-treasurer in newly incorporated town only. (IC 36-5-2-3(c))





# DECEMBER 2023

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## FRIDAY, DECEMBER 1, 2023

**VR Voter Registration Begins.** First day after the municipal election that an individual may register to vote. (IC 3-7-13-10)

**ABS** First day the circuit court clerk or Lake, Porter, or Tippecanoe County boards of election and registration may receive absentee applications from most voters for the 2024 primary election. (IC 3-11-4-3) **STATE FORMS: ABS-MAIL, ABS-TRAVELING BOARD, ABS-IN PERSON, ABS-ATTORNEY GENERAL**

**VR** First day for county voter registration office to register certain absent uniform services voters who registered after the close of registration but did not vote in the primary election. (IC 3-7-36-14)

First day that a county voter registration office can dispose of voter registration declinations from full service agencies and lists of names and addresses of voters who were sent notices under the voter list maintenance program or information concerning whether a voter has responded to a voter list maintenance document received by the county voter registration office on or before December 1, 2021. (IC 3-7-27-6)

First day that the Indiana Election Division, a county election board, or the Lake, Porter, and Tippecanoe boards of elections and registration are not required to retain campaign finance reports filed in those offices in 2019 and previous years, except for judicial offices. (IC 3-9-4-6)

## SATURDAY, DECEMBER 2, 2023

**DEADLINE**, by noon, for a voter to bring a civil action to require a circuit court clerk or the Lake and Porter County Election Directors to correct an error in the certification of the vote for a candidate or on a public question. *NOTE: This deadline does not apply to a correction resulting from a recount petition.* (IC 3-12-5-15)

## TUESDAY, DECEMBER 5, 2023

**DEADLINE**, by noon, for the governor to prepare a commission for a candidate elected as a city or town judge. Immediately upon completion of the commission, the governor shall deliver the commission to the Indiana Election Division and the division will forward the commission to the elected candidate. (IC 3-12-5-8(b)) (*See December 10, 2023 for related entry*)

## THURSDAY, DECEMBER 7, 2023

**DEADLINE** for county auditor to certify the amount of reimbursement due from each municipality whose municipal election was conducted by the county election board. The county election board shall calculate the apportionment of costs among municipalities for the county auditor. The municipality's fiscal body shall make the necessary appropriation to reimburse the county not later than December 31. (IC 3-5-3-7) **STATE FORM: CEB-35 (Apportionment of Municipal Election Costs)**

**DEADLINE** for county election board shall certify the results of a post-municipal electronic voting system audit ordered by the county election board or the secretary of state. The certification must be on the form prescribed by the election division. One (1) copy shall be filed with the election returns, and one (1) copy must be delivered to the election division. (IC 3-12-3.5-8)

**MONDAY, DECEMBER 11 TO WEDNESDAY, DECEMBER 13, 2023**

Tentative: 2024 Indiana Election Administrators' Conference

**TUESDAY, DECEMBER 12, 2023**

**DEADLINE**, for the Indiana Election Division to forward the commission prepared by the governor for a candidate elected as a city or town judge. (IC 3-12-5-8(b))

**WEDNESDAY, DECEMBER 20, 2023**

**DEADLINE** for a local recount commission to complete a recount for a municipal office unless the court extends the date after finding good cause to do so. (IC 3-12-6-21.9)

**MONDAY, DECEMBER 25, 2023**

**Christmas Day (observed)** Indiana Election Division closed

**TUESDAY, DECEMBER 26, 2023**

**Washington's Birthday (observed)** Indiana Election Division closed

**SUNDAY, DECEMBER 31, 2023**

**CFA** End of annual campaign finance reporting period and post-election campaign finance reporting periods for 2023. (IC 3-9-5-6(e); IC 3-9-5-9; IC 3-9-5-10)

A resolution adopted by a county election board or the Lake, Porter, or Tippecanoe County board of elections and registration to omit the appointment of poll clerks and sheriffs in certain precincts expires. (IC 3-6-6-38)

A resolution adopted by the county election board or the Lake, Porter, or Tippecanoe County board of elections and registration to locate the polls for a precinct at the polls of an adjoining precinct, using the precinct election board of the adjoining precinct, expires. (IC 3-11-8-4.3)

A resolution adopted by the county election board or the Lake, Porter, or Tippecanoe County board of elections and registration providing that an inspector may serve as inspector for more than one precinct at a shared polling location expires. (IC 3-6-6-38.5)

**DEADLINE**, by noon, for county committees of a major political party to file state convention delegate district descriptions with the county election board if any state convention delegates for the party run by district in the May 7, 2024 primary election. (IC 3-8-4-3)

**DEADLINE** for a municipality's fiscal body to make the necessary appropriation to reimburse a county whose county election board conducted the municipality's primary and/or municipal election following certification of those election costs by the county auditor to the municipality. (IC 3-5-3-7)

**DEADLINE** for fiscal body of a political subdivision (*city-county council, common council, town council*) to break a tie vote when there is a tie vote for a local office. If a tie vote has occurred for more than one at large seat, the fiscal body breaks the tie by electing the number of persons needed to fill each at large seat. (IC 3-12-9-4)

**DEADLINE** for a town council in a town which elects town council members in the 2023 municipal election to determine which incumbent "at large" town council members will serve an additional four year term as "holdover" members under Article 15, Section 3 of the Constitution of the State of Indiana when fewer "at large" members were elected in November 2023 than the number of at large town council seats to be elected. (IC 3-13-9-5.6)

**DEADLINE** for town council to adopt an ordinance to provide for the election of town council members to “staggered terms” in the 2024 general election, if the town is otherwise permitted to do so under state law. (IC 3-10-6-2.5; IC 3-10-7-2.5)

**DEADLINE** for a town council in a town with a population of less than 3,500 to adopt, or repeal, an ordinance to provide for the election of town legislative body members, clerk-treasurer, and judge to be held during general elections or municipal elections, or both, but not in a year following a year in which a presidential election is held. The ordinance must provide that at least two (2) town officers shall be elected in each year of the town election cycle. The ordinance may provide for all town officers to be elected at the same election. The ordinance may not be repealed earlier than twelve (12) years after an ordinance is adopted and the ordinance may be repealed only in a year preceding a municipal election held at the time described in IC 3-10-6-5. (IC 3-10-7-2.9)

**DEADLINE** for the Allen County Circuit Court Clerk to file a statement with the Indiana Election Division containing the name, division assignment, and court number assigned to the court by State Court Administration for each judge of the Allen Superior Court. (IC 33-33-2-8)

**DEADLINE** for the Monroe County Circuit Court Clerk to file a statement with the Indiana Election Division containing the name and seat designation for each judge of the Monroe Circuit Court. (IC 33-33-53-2.5)

**DEADLINE** for the Vanderburgh County Circuit Court Clerk to file a statement with the Indiana Election Division containing name and court number assigned to the court by State Court Administration for each judge of the Vanderburgh Superior Court. (IC 33-33-82-31)



# JANUARY 2024

*NOTE: The dates for observing state holidays in 2024 are subject to confirmation by the Governor's office. The designation of state holidays by the governor traditionally occurs during the summer of the preceding year.*

## MONDAY, JANUARY 1, 2024

**New Year's Day**

Indiana Election Division closed

## CFA

Beginning of 2023 campaign finance reporting periods. (IC 3-9-5-10)

First day of term for an individual appointed as a member of a county board of voter registration. (IC 3-7-12-10)

A resolution adopted by the county election board to establish satellite absentee voting facilities expires. (IC 3-11-10-26.5)

Beginning at noon, first day of term for an individual elected as mayor of a city in 2023. (IC 36-4-5-2; IC 36-3-3-2)

Beginning at noon, first day of term for an individual elected as a city-county council member in 2019. (IC 36-3-4-2)

Beginning at noon, first day of term for an individual elected as a city common council member in 2019. (IC 36-4-6-2)

Beginning at noon, first day of term for an individual elected as a city clerk in 2023. (IC 36-4-10-2)

Beginning at noon, first day of term for an individual elected as city clerk-treasurer in 2023. (IC 36-4-10-2)

Beginning at noon, first day of term for an individual elected as judge of a city court in 2023. (IC 33-10.1-3-1.1)

Beginning at noon, first day of term for an individual elected as a town council member in 2023. (IC 36-5-2-3)

Beginning at noon, first day of term for an individual elected as a town clerk-treasurer in 2023. (IC 36-5-6-3)

Beginning at noon, first day of term for an individual elected as a judge of a town court in 2023. (IC 33-35-1-3)

## TUESDAY, JANUARY 2, 2024

**DEADLINE** for a county voter registration office to mail an Affidavit of Request to Update Voter Registration at the Time of Requesting a Ballot (VRG 4/12) and the original registration of a voter who changed residence to another county in Indiana less than thirty (30) days before the 2023 municipal election, to the county where the person currently resides as shown in the affidavit. Upon mailing the affidavit and original registration to another county, the registration in the county of the person's former residence shall be canceled. (*Transferred from Sunday, December 31, 2023; IC 3-7-43-4*)

## TUESDAY, JANUARY 2, 2024

First day Indiana Election Division may discard duplicate copies of federal campaign finance reports filed in 2021. (*Transferred from Monday, January 1, 2023*; IC 3-9-4-6(c); IC 3-9-5-13)

## MONDAY, JANUARY 8, 2024

VR

**DEADLINE for a county voter registration office to complete the updating of voter registration records to indicate that a voter voted at the November 7, 2023, municipal election.** If a recount or contest is being conducted in a county, the county voter registration office must complete the updating of the voter registration records not later than 60 days after completion of the recount or contest. (*Transferred from Saturday, January 6, 2024*) (IC 3-10-1-31.2)

## TUESDAY, JANUARY 9, 2024

**DEADLINE for a precinct establishment order to become effective for the election year 2024.** The next date that a precinct establishment order may take effect is the day following general election day. (IC 3-11-1.5-25)

## WEDNESDAY, JANUARY 10, 2024

CAN

First day a major party candidate for President, United States Senator, or Governor in the 2024 primary election may file a petition of nomination with a county voter registration office for verification of petition signatures. (IC 3-8-2-10; IC 3-8-3-4; IC 3-8-2-4) **STATE FORM: CAN-8 (Indiana Petition for Presidential Primary Ballot Placement in 2024); CAN-4 (Indiana Petition for Primary Ballot Placement as a Candidate for United States Senator in 2024); CAN-25 (Petition for Primary Ballot Placement as a Candidate for Governor in 2024)**

CAN

First day an individual may file a declaration of candidacy with the secretary of state as a major party candidate for nomination to a federal office, a state office, a state legislative office, or a judicial office by a major political party at the 2024 primary election. A declaration for state office, state legislative office or judicial office must be accompanied by a copy of the statement of economic interests, file stamped by the office required to receive the statement of economic interests, or a receipt or photocopy of a receipt showing that the statement has been filed. (IC 3-8-2-4; IC 3-8-2-5; IC 3-8-2-11) **STATE FORM: CAN-2 (Declaration of Candidacy for Primary Nomination in 2024)**

CAN

First day an individual may file a declaration of candidacy with the Indiana Election Division for election to the Allen County Superior Court or the Vanderburgh County superior court at the 2024 general election. The declaration must be accompanied must be accompanied by a copy of the statement of economic interests, file stamped by the office required to receive the statement of economic interests, or a receipt or photocopy of a receipt showing that the statement has been filed. (IC 3-8-2-4; IC 3-8-2-11; IC 33-33-2-9; IC 33-33-82-31) **STATE FORM: CAN-41 (Allen County/Vanderburgh County Superior Court Judge Declaration of Candidacy in 2024)**

CAN

First day an individual may file a declaration of candidacy with a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration for nomination as a major party candidate to a local office (other than a judicial office) at the 2024 primary election. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; IC 3-8-2-6) **STATE FORMS: CAN-2 (Declaration of Candidacy for Primary Nomination in 2024); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

## WEDNESDAY, JANUARY 10, 2024

- CAN** First day an individual may file a declaration of candidacy with a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration for the nomination for a town office for a major party in a town with a population of less than 3,500 that has adopted an ordinance to nominate major party candidates in a primary election and has all or some of its offices on the ballot in 2024. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; IC 3-8-2-6) **STATE FORMS: CAN-2 (Declaration of Candidacy for Primary Nomination in 2024; CAN-12 (Statement of Economic Interests for Local and School Board Offices)**
- CAN** First day a judge of Marion superior court whose term of office ends on December 31, 2024, may file a declaration of candidacy (NOTE: *not a CAN-2 form*) seeking to be retained in office for another six (6) year term with the Marion County circuit court clerk and the Secretary of State. The declaration of candidacy statement must include: (1) a statement indicating that the judge wishes to have the question of the judge's retention placed on the ballot; (2) a statement of the judge's name as the judge wants the judge's name to appear on the ballot, and a candidate's name is permitted to appear on the ballot under IC 3-5-7; (3) if the judge is affiliated with a political party, the name of that political party. The judge may indicate in the statement that the judge is not affiliated with a political party. For purposes of this subdivision, a judge's affiliation with a political party is determined as provided in IC 3-8-2-7(a)(4); and (4) A statement that the judge requests that the name on the judge's voter registration record be the same as the name the judge uses on the statement. If there is a difference between the name on the judge's statement and the name on the judge's voter registration record, the clerk shall change the name on the judge's voter registration record to be the same as the name on the judge's statement. (IC 33-33-49-13.3)
- CAN** First day a Democratic Party, Libertarian Party, or Republican Party candidate may file a declaration of candidacy for town council in a town with a population of less than 3,500 that does not hold a primary for major party candidates and elects town council members in 2024. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-5-10.5; IC 3-8-5-17) **STATE FORMS: CAN-16 (Town Office Declaration of Candidacy by a Democratic, Libertarian, or Republican Candidate When No Primary is Conducted in 2020; CAN-12 (Statement of Economic Interests)**
- CAN** First day an individual may file a declaration of candidacy with a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration for election as a major party state convention delegate in the 2024 primary. (IC 3-10-1-4(b)(2); IC 3-8-2-3; IC 3-8-2-4; IC 3-8-2-6) **STATE FORM: CAN-37 (Declaration of Candidacy for Precinct Committeeman and State Convention Delegate in 2024)**
- CAN** First day an individual may file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for election as a Republican Party precinct committeeman in the 2024 primary. (IC 3-10-1-4.6; IC 3-8-2-6) **STATE FORM: CAN-37 (Declaration of Candidacy for Precinct Committeeman and State Convention Delegate in 2024)**
- CAN** First day a minor party candidate (other than a Libertarian Party candidate) or an independent candidate wishing to be placed on the 2024 general election ballot may file a petition of nomination with a county voter registration office for certification of signatures. (IC 3-8-6-10) **STATE FORM: CAN-19 (Petition of Nomination for Federal, State, State Legislative, or**

Local Office in 2024); **CAN-21 (Local Office Petition of Nomination in 2024 General Election)**

**WEDNESDAY, JANUARY 10, 2024**

**CAN**

First day for a person to file a declaration of intent to be a write-in candidate with the Indiana Election Division or a county election board or the Lake, Porter and Tippecanoe County boards of elections and registration. If the declaration is filed for a local office, then the declaration must be accompanied by a Statement of Economic Interests. **No candidate may run as a write-in candidate for nomination to an office in the primary election. The name of a write-in candidate may not be placed on the general election ballot.** (IC 3-8-2-2.5; IC 3-8-2-2.6; IC 3-8-2-4; IC 3-8-2-5; IC 3-8-2-11; IC 3-11-4-15; IC 3-11-2-11.5) **STATE FORMS: CAN-3 (Declaration of Intent to be a Write-In Candidate in 2024); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

**MONDAY, JANUARY 15, 2024**

**Martin Luther King Jr. Day**

Indiana Election Division closed

**WEDNESDAY, JANUARY 17, 2024**

**CFA**

**DEADLINE**, by noon, for all candidate committees, all legislative caucus committees, and all political action committees to file the **2023 annual campaign finance report** with the Indiana Election Division, a county election board, or the Lake and Tippecanoe County boards of elections and registration. (IC 3-9-5-3; IC 3-9-5-10) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**CFA**

**DEADLINE**, by noon, candidates' committees for a statewide office **not** on the 2023 municipal election ballot to file a semiannual campaign finance report with the Indiana Election Division covering the period from July 1, 2023 through December 31, 2023. (IC 3-9-5-9) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**CFA**

**DEADLINE**, by noon, candidates' committees for a statewide office (*Governor, Lieutenant Governor, Secretary of State, Auditor of State, Treasurer of State, and Attorney General*) to file a semiannual campaign finance report with the Indiana Election Division covering the period from July 1, 2023, through December 31, 2023. (IC 3-9-5-9) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

**FRIDAY, JANUARY 26, 2024**

**DEADLINE**, for the Indiana Election Division, a county election board, or the Lake and Tippecanoe County boards of elections and registration to review its campaign finance records to determine if a committee is subject to the administrative dissolution procedure. (IC 3-9-1-12)

**TUESDAY, JANUARY 30, 2024**

**CAN**

**DEADLINE**, by noon, for a major party candidate for President to file a petition of nomination to be placed on the primary election ballot with a county voter registration office for verification of petition signatures. (IC 3-8-3-4) **STATE FORM: CAN-8 (Indiana Petition for Presidential Primary Ballot Placement in 2024)**



**WEDNESDAY, JANUARY 31, 2024**

**DEADLINE** for each county sheriff to provide the county voter registration office with a list of each Indiana resident who has been convicted of a crime and had been placed in a county correctional facility during the previous quarter. (IC 3-7-46-6) **STATE FORM: VRG-1 (County Sheriff Quarterly Report to County Voter Registration Office)**

**CAN** **DEADLINE** for an individual elected to the office of mayor, city-county council, city common council, city clerk, city clerk-treasurer, city court judge, town council member, town clerk-treasurer, or town court judge in the 2023 municipal election to **take** the individual's oath of office. (IC 5-4-1-1.2)

**CAN** **DEADLINE** for an individual elected to the office of mayor, city-county council, city common council, city clerk, city clerk-treasurer, city court judge, town council member, town clerk-treasurer, or town court judge in the 2023 municipal election to **file** the individual's oath of office with the appropriate circuit court clerk. (IC 5-4-1-1.2; IC 5-4-1-4)

**VR** **DEADLINE** for the Indiana Election Division to request information from the federal district courts in Indiana concerning jury selection mailings. (IC 3-7-38.2-16)

***NOTE: Only select dates after January 2024 are included in this edition of the calendar.***



# FEBRUARY 2024

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## MONDAY, FEBRUARY 5, 2024

**DEADLINE** for the secretary of state shall publish a report stating whether the results of each electronic voting system audit performed after the 2023 municipal election indicate that the discrepancy that resulted in the audit was the result of human error, intentional violations of election laws, unknown causes, or a combination of these factors. (IC 3-12-3.5-8)

## TUESDAY, FEBRUARY 6, 2024

**CAN DEADLINE**, by noon, for a major party candidate for United States Senator and Governor to file a petition of nomination with a county voter registration office for verification of petition signatures. (IC 3-8-2-10) **STATE FORM: CAN-4 (Indiana Petition for Primary Ballot Placement as a Candidate for United States Senator in 2024); CAN-25 (Petition for Primary Ballot Placement as a Candidate for Governor in 2024)**

## FRIDAY, FEBRUARY 9, 2024

**CAN DEADLINE**, by noon, for major party candidate for President, United States Senator, or Governor to file petition for placement on the 2024 primary election ballot with the secretary of state following certification of petition signatures by county voter registration offices. A request for primary ballot placement must accompany the petition for the presidential candidate and a declaration of candidacy must accompany the petition for nomination to the office of United States Senator, and the office of Governor. A declaration of candidacy for Governor must be accompanied by a copy of the statement of economic interests, file stamped by the office required to receive the statement of economic interests, or a receipt or photocopy of a receipt showing that the statement has been filed. (IC 3-8-2-4; IC 3-8-2-5; IC 3-8-2-11; IC 3-8-3-1; IC 3-8-3-4)

### STATE FORMS:

- **CAN-7 (Request for Presidential Primary Ballot Placement in 2024)**
- **CAN-8 (Indiana Petition for Presidential Primary Ballot Placement in 2024);**
- **CAN-4 (Indiana Petition for Primary Ballot Placement as a Candidate for United States Senator in 2024)**
- **CAN-25 (Petition for Primary Ballot Placement as a Candidate for Governor in 2024)**
- **CAN-2 (Declaration of Candidacy for Primary Nomination in 2024) (Governor)**

**CAN DEADLINE**, by noon, Indianapolis time, for a major party candidate for U.S. Representative, state legislative office, or judicial office to file a declaration of candidacy with the election division for the 2024 primary election. A declaration for state legislative office or judicial office, must be accompanied by a copy of the statement of economic interest, file stamped by the office required to receive the statement of economic interests, or a receipt or photocopy of a receipt showing that the statement has been filed. (IC 3-8-2-4; IC 3-8-2-6; IC 3-8-2-11) **STATE FORM: CAN-2 (Declaration of Candidacy for Primary Nomination in 2024)**

**CAN DEADLINE**, by noon, Indianapolis time, for an individual to file a declaration of candidacy with the Indiana Election Division a declaration of candidacy for election to the Allen County Superior Court or the Vanderburgh County superior court at the 2024 general election. The declaration must be accompanied by a copy of the statement of economic interest, file stamped by the office required to receive the statement of economic interests, or a receipt or photocopy

of a receipt showing that the statement has been filed. (IC 3-8-2-4; IC 33-33-2-9; IC 33-33-82-31) **STATE FORM: CAN-41 (Allen County/Vanderburgh County Superior Court Judge Declaration of Candidacy in 2024)**

**FRIDAY, FEBRUARY 9, 2024**

**CAN** **DEADLINE**, by noon, for major party candidate for all **local offices** (except for judicial office) to file a declaration of candidacy with the county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration for the 2024 primary election. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; IC 3-8-2-6) **STATE FORMS: CAN-2 (Declaration of Candidacy for Primary Nomination in 2024; CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

**CAN** **DEADLINE**, by noon, for an individual to file a declaration of candidacy with a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration for nomination to a **town office** by a major political party at the 2024 primary election in those towns with a population of less than 3,500 that elect some or all town officials in 2024 and that have adopted an ordinance to nominate candidates for town offices at the primary election. This declaration must be filed in the office of the county election board located in the county containing the greatest percentage of population of the town. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; IC 3-8-2-6; IC 3-8-5-2) **STATE FORMS: CAN-2 (Declaration of Candidacy for Primary Nomination in 2024; CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

**CAN** **DEADLINE**, by noon, for an individual to file a declaration of candidacy with a county election board or the Lake, Porter, and Tippecanoe County boards of elections and registration for election as a major party state convention delegate in the 2024 primary. (IC 3-10-1-4(b)(2); IC 3-8-2-3; IC 3-8-2-4; IC 3-8-2-6) **STATE FORM: CAN-37 (Declaration of Candidacy for Precinct Committeeman and State Convention Delegate in 2024)**

**CAN** **DEADLINE**, by noon, for an individual to file a declaration of candidacy with a county election board or the Lake, Porter and Tippecanoe County boards of elections and registration for election as a Republican Party precinct committeeman in the 2024 primary. (IC 3-10-1-4.6; IC 3-8-2-3; IC 3-8-2-4; IC 3-8-2-6) **STATE FORM: CAN-37 (Declaration of Candidacy for Precinct Committeeman and State Convention Delegate in 2024)**

Immediately after the deadline for filing as a candidate for placement on the primary election ballot, the Indiana Election Division, each circuit court clerk and the Lake and Tippecanoe County boards of elections and registration shall certify and release to the public a list of candidates of each political party for each office. The Indiana Election Division, circuit court clerk, and Lake, Porter and Tippecanoe County boards of elections and registration shall also release to the public a list of all declarations of candidacy whose validity has been questioned under IC 3-8-1-2. (IC 3-8-2-13)

**DEADLINE**, by noon, for a judge of Marion superior court whose term of office ends on December 31, 2024, to file a declaration of candidacy (NOTE: *not a CAN-2 form*) with the Marion County circuit court clerk and the Secretary of State seeking to be retained in office for another six (6) year term with the Marion County circuit court clerk and the Secretary of State. (IC 33-33-49-13.3)

**FRIDAY, FEBRUARY 16, 2024**

**CAN DEADLINE**, by noon, for an individual to **withdraw** a declaration of candidacy or a request for ballot placement for the primary. (IC 3-8-2-20) **STATE FORM: CAN-10 (Primary Election Candidate Withdrawal)**



# MARCH 2024

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FRIDAY, MARCH 1, 2024

CFA

**DEADLINE**, by noon, for all **regular party committees** to file the **2023 annual campaign finance report** with the Indiana Election Division, a county election board, or the Lake and Tippecanoe County boards of elections and registration. This deadline applies whether the report was hand-delivered, sent by U.S. mail, or otherwise delivered to the division or board. (IC 3-9-5-10) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

## MAY 7, 2024

**PRIMARY ELECTION DAY**

(IC 3-10-1-3)

## NOVEMBER 5, 2024

**GENERAL ELECTION DAY**

(IC 3-10-2-1)