

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

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

Deadline	Event
Jul 6 (D)	Optional: County Clerk Proposal of Early Voting Location(s) § 3-3-2a, CSR 153-13-3
Jul 6 (D)	Notice of Precinct Change § 3-1-7(b), 59-3-1 et seq.
Jul 11	Report Failure to File Financial Statement to Prosecuting Attorney & SOS § 3-8-7 (a), 3-8-7 (b)(1)
Jul 11	Written Notifications Sent to candidates and/or committees that failed to file § 3-8-7 (e), 151-51 et seq.
July 31 (D)	Voter History (Primary) entered in SVRS § 3-2-18 (e)
Aug 3 (D)	Deadline for No Party Organization/Unaffiliated Candidates to File Nominating Petitions, Certificate of Announcements and Pay Filing Fee § 3-5-23, 3-5-24
Aug 3 – 18	Special Filing Period for Board of Education Vacancy Occurring after Close of Filing for Primary § 3-5-19(c)
Aug 5 (D)	Notice of Emergency Precinct Change & Ordering Precinct Change Deadline §3-1-7, 59-3-1 et seq.
Aug 5 (D)	Adopt Policy Extending Medical Emergency Absentee Voting § 3-3-5c (a)
Aug 5	Petition for Suspension of Election Official § 3-1-28
Aug 5	Early Voting Community Location Approval § 3-3-2a
Aug 11 (D)	Last Day for Candidate to Withdraw § 3-5-11(b)(2)
Aug 11 (D)	Notice of Number of Election Officials § 3-1-29, 3-3-5(c)
Aug 11 (D)	Disqualification for failure to file Primary Financial Statements § 3-8-7(c)(1)
Aug 11 – Oct 28	Applications for Absentee Ballot by Mail Accepted from Eligible Voters § 3-3-5(b)(2)
Aug 11 (S)	Submit List of Candidates via SVRS & email (or SFT) to ES&S
Aug 17 (D)	Executive Committee Fills Vacancies § 3-5-19
Aug 18 & 24	Proposed Order for Levy & Adoption § 6-9A-3, 11-8-16
Aug 19 (D)	Executive Committee <i>Chair</i> Fills Vacancies § 3-5-19
Aug 24	Secretary of State Transmits Certified List of Candidates to County Clerks § 3-5-18
Aug 25 (D) 9:00am	Drawing for Ballot Order (if necessary) § 3-6-2(d)(2)
Aug 25 (S)	Submit FINAL & APPROVED List of Candidates in Draw Order (if necessary) to ES&S via email or SFT
Aug 25 (D)	Estimate Number of Absentee Ballots § 3-3-11(a)
Aug 25	Election Official Nominations Filed § 3-1-30
Aug 25 (S)	Death of Candidate: Name <i>may</i> be Removed by Ballot Commissioners at Request of Family <i>if</i> Ballots are not yet Printed § 3-5-11 (c)
Sep 2 (S)	Absentee/Paper Ballots APPROVED for Printing
Sep 4 (D)	Emergency Order for Precinct Change § 3-1-7, 59-3-1 or Early Voting Location(s) § 3-3-2a, 153-13-3
Sep 8 (D)	Notice of Number of Sets of Emergency Absentee Voting Commissioners Needed § 3-3-5c
Sep 15 (D)	Election Officials and Alternates Appointed § 3-1-30, 3-3-5c
Sep 15 (D)	Write-In Candidate Filing Deadline § 3-6-4a
Sep 18 (D)	Delivery of <i>Absentee</i> Ballots to County Clerk § 3-3-11a
Sep 18 – Oct 29	Mail Absentee Ballots § 3-3-5
Sep 22 (D)*	Notice of Appointment Mailed to Election Officials (*within 7 days of appointment) § 3-1-30(h)
Sept 29* (D)	Election Officials Notify Clerk of Acceptance § 3-1-30(i) (*depends on date of appointment & notice)
Oct 1 – 7	3 <sup>rd</sup> Quarter Report § 3-8-5, 3-8-5b, CSR 146-3-8
Oct 4	Poll Worker Training (within 30 days of election) § 3-1-46(c)
Oct 8 – 14	Publish Sample Ballot for Early Voting in Local Newspaper(s) § 3-6-3, 59-3-1 et. seq.
Oct 12 (D)	Last Day Vacancy Caused by Death of Candidate Can Be Filled by Appointment § 3-5-19(a)(7)
ASAP ☺	Delivery of Early Voting/Election Day ballots/media

(D) DEADLINE (S) SUGGESTED

**Please Email all ballot correspondence to ES&S (no faxes)**

- |                   |  |
|-------------------|--|
| Oct 13 (D)        | Voter Registration Deadline § 3-2-6  |
| Oct 13            | Publish Notice of Public Inspection of Ballots, Vote Recording Devices, & ePoll Books for <b>Early Voting</b> § 3-4A-13b   |
| Oct 14 (D)        | Notify commissioners of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment <i>Readiness</i> for <b>Early Voting</b> § 3-4A-13(a)   |
| Oct 14 – Nov 2    | Accept Authorized Late Voter Registrations § 3-2-6a  |
| Oct 16            | Public Inspection of Ballots, electronic Poll Books, & vote recording devices for <b>Early Voting</b> § 3-4A-13<br>(1 inspection can be held for both EV <i>and</i> ED together <b>OR</b> they can be held separately if ED materials are not ready in time) |
| Oct 16            | Accept Voter Registration Card by Mail without Postmark § 3-2-6(b)(2)(A)   |
| Oct 16            | Correct Incomplete Applications for Voter Registrations § 3-2-6(b)(1)  |
| Oct 19 – 23       | General Report § 3-8-5, 3-8-5b, CSR 146-3-8  |
| Oct 21 – 31       | <b>EARLY VOTING</b> in Person § 3-3-3<br>(including the last two Saturdays before Election Day)  |
| Oct 25 (D)        | Publish Notice of Public <i>Test</i> of Ballots, Vote Recording Devices, ePoll Books, & Tabulating Equipment for <b>Election Day</b> § 3-4A-26(a)  |
| Oct 26 (D)        | Publish Notice of <i>Inspection</i> of Ballots, Vote Recording Devices, ePoll Books, & Tabulating Equipment for <b>Election Day</b> § 3-4A-13(b)   |
| Oct 27 (D)        | Notify commissioners of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment <i>Readiness</i> for <b>Election Day</b> § 3-4A-13(a)   |
| Oct 27 – 29 (D)   | Public Test and Inspection of Ballots, Voting Devices, ePoll Books, & Tabulating Equipment for <b>Election Day</b><br>§ 3-4A-13a, 3-4A-26a, 59-3-1 et. seq.  |
| Oct 27 – Nov 2    | Publish Official List of Candidates or Sample Ballot for Election Day in Local Newspaper(s) § 3-6-3, 59-3-1  |
| Oct 27 – Nov 2    | Poll Worker Training Make-up Session §3-1-46(c)  |
| Oct 27 – Nov 3    | Receive Requests for Emergency Absentee Ballot (until Noon on Election Day) § 3-3-1(c)(2), 3-3-5(c)(d)   |
| Oct 28 (D)        | Deadline for Absentee by Mail Application § 3-3-5(b)(1)  |
| Oct 29 (D)        | Write-In Candidate Filing Deadline in Case of Death or Disqualification of Candidate § 3-6-4a(c)(2)  |
| Nov 2 (D)         | Deadline for Hand-Delivered Absentees § 3-3-5(k)   |
| Nov 2 (D)         | Election Commissioners Receive/Pick Up Supplies<br>§ 3-1-24, 3-4A-13(f)  |
| Nov 2 (PM)        | Special Delivery of Election Supplies (if needed) § 3-1-25   |
| Nov 3             | <b>GENERAL ELECTION DAY</b><br>Polls Open 6:30 am – 7:30 pm § 3-1-31   |
| Nov 3 (by 7:30pm) | Absentee Ballots Received Electronically § 3-3-5(i)  |
| Nov 3             | Post <i>Summary</i> Results ( <i>not</i> precinct detail) § 3-4A-27(e)   |
| Nov 4             | Absentee Ballots <i>without</i> Postmark Accepted § 3-3-5  |
| Nov 9             | Absentee Ballots Postmarked by Election Day (& UNOCAVA) Accepted (before Canvass begins) § 3-3-5(g)(2), 3-5-17   |
| Nov 9             | <b>CANVASS</b> Returns & <u>declare</u> results § 3-5-17, 3-6-9  |
| Nov 11*           | Certify results § 3-5-17, 3-6-9, 3-6-10<br>(*48 hours after <u>Declaring</u> if no Recount is Requested)   |
| Dec 3 (D)         | Transmit Certificates of Results to SOS § 3-6-11   |

## 2027

- ☐ Jan 1 – 7 4<sup>th</sup> Quarter Report § 3-8-5, CSR 146-3-8
- ☐ Jan 10 (S) Enjoy the “off election year” ☺
- ☐ Jan 22 (D) Voter History Records Entered into SVRS § 3-2-18(e)

**(S) SUGGESTED BALLOT APPROVAL GUIDELINES FOR TIMELY DELIVERY**

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

## \*COMPUTATION OF TIME

"If any applicable provision of this code or any legislative rule or other administrative rule or regulation ... designates a particular date on, before or after which an act, event, default or omission is required or allowed to occur, and if the particular date designated falls on a Saturday, Sunday, legal holiday or designated day off, then the date on which the act, event, default or omission is required or allowed to occur is the next day that is not a Saturday, Sunday, legal holiday or designated day off." (§2-2-1(e))

"When a proceeding is directed to take place or any act to be done on any particular day of the month or within any period of time prescribed or allowed ... if that day or the last day falls on a Saturday, Sunday, legal holiday ... the next day that is not a Saturday, Sunday, legal holiday ... shall be deemed to be the one intended ..." §2-2-2(a)

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See Reverse Side for Primary Election