



2026 Edition

Elections Procedures Manual



FRANCISCO V. AGUILAR

NEVADA
SECRETARY *of* STATE

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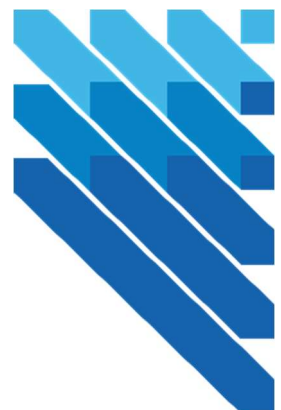
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A Message from the Secretary

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Since 1864, Nevadans have proudly made their voices heard through the ballot box. While the makeup of the electorate and how they cast a ballot have changed dramatically since those first days, the goal, representative government selected “By the People” and “For the People”, has not.

Another significant change is the process by which a voter selects the candidates of their choosing on a ballot, casts that ballot in a secure and private manner, and then has their selections aggregated with those of their neighbors to determine their local and statewide elected officers.

In the early days, there were limitations on when and how someone could register to vote or cast a ballot. There were limitations on who was considered eligible to vote. There were limitations on when and where a voter could participate. These limitations have largely been addressed through legislation resulting in an electoral process that is far more accessible, more transparent, and more secure than at any point in our State history.

The electorate has greatly changed, too. Not only did our State's population change from 40,000 to more than 3.3 million, but the inclusion of more citizens in the voting process has given us a representative government that more accurately reflects the Will of the People than at any point in our past. As more American citizens were deemed eligible to vote, the window of time and means by which they could cast a ballot were expanded to ensure their voices would be heard.

Recent changes, some of which were made only in the last 25 years, have further accelerated these improvements. The passage of the Help America Vote Act in 2002, a landmark piece of federal legislation that I encourage every Nevadan to understand, paved the way for technologically advanced voting systems with security included as an initial ingredient, and not an afterthought, to all voting systems created and used in our elections since.

With these expansions to voting access, the processes that state and local elections officials must follow, established in state and federal laws, have become more complex. Layers of nuanced security requirements, intricate and detailed pre- and post- elections audits, critically important timelines and communications, and year-round voter list maintenance tasks have made the administration of elections considerably more complicated.

What is laid out in this manual is one part of our effort to ensure those complex requirements are executed consistently and faithfully across Nevada. This Elections Procedure Manual is our tool, albeit one under continuous refinement, that is intended to help clarify complex tasks in a way that does not contradict or alter either our laws or regulations governing the conduct of elections in our State.

While it is intended as a user guide for state, county, and city elections officials, it is our hope that voters will take time to read through its pages as well so they can better understand the incredible amount of work that goes in to enabling this Constitutional right.

Yours in Service,

Francisco V. Aguilar
Secretary of State

Political History of Nevada

Nevada's political history began in 1861 when it was carved off from Utah Territory to become its own Territory. It became a state on 31 October 1864 during the Civil War, with statehood granted on an expedited basis in anticipation of a need to help ensure Abraham Lincoln would be re-elected and to support the 13th Amendment to the US Constitution, which banned slavery. It is known as the "Battle born" state because of its origins during the Civil War.

Not surprisingly, Nevada's constitution emphasizes mining rights, as well as limited government and protections for individual liberties. Nevada's political structure mimics the nation's, with three separate branches: Legislative, Executive, and Judicial. The Legislature is Bicameral – Senate and Assembly – and meets biennially.

While Carson City is the state's official capital, Clark County is home to more than 70% of the state's voters,¹ as well as the home county of many of the state's elected officials. All three branches of Nevada government maintain offices in Las Vegas, and sessions of the Legislature are conducted both in person and virtually. Two of the state's Supreme Court justices work from the Las Vegas office while five are based in Carson City. Justices' alternate locations for en banc hearings between Carson City and Las Vegas, as well as meeting occasionally in other locations in the state.

Nevada has no personal income tax, and operates on taxes from gaming, mining, and tourism. Gaming and mining lobbies continue to have significant influence in state politics.

Nevada is considered a purple state, as its voters have supported both Democratic and Republican candidates in recent elections. As a "swing state," Nevada has garnered national attention in closely contested Presidential elections. A unique feature of Nevada's elections is the requirement that "None of these candidates" appear as an option on the ballot for statewide and national offices. In 2024, "None of these candidates" won the Republican primary for President of the United States.

A more extensive overview of Nevada's political history is available in the 2016 version of the [Political History of Nevada](#). The first version of this guide was published in 1910 and included a collection of facts and interesting accounts of Nevada's political history, data, and election results dating back to the beginning of Nevada's becoming a State in 1864. The history is produced jointly with the [Research Division of the Legislative Counsel Bureau](#) and is typically updated and re-published every ten years.

¹ As of 5/1/2025. See [Nevada Voter Registration Statistics](#), Office of the Nevada Secretary of State, updated monthly.

Administering Elections

The Secretary of State is the Chief Officer of Elections in Nevada and is responsible for ensuring the integrity and proper administration of elections.² The Secretary is responsible for maintaining election-related data, enforcing election law and investigating potential violations, and certifying election results. Through the Elections Division, the Secretary of State works with county and city clerks to register voters and maintain an accurate statewide voter registration database.

The Elections Division also oversees candidate filings, prepares forms and documents, recommends legislation and regulations relevant to the electoral process, responds to election-related complaints, certifies mechanical voting systems, oversees the filing of candidate Contributions and Expenses (C&E) reports and Financial Disclosure Statements (FDS), enforces laws related to Political Action Committees (PACs), and provides information to the public regarding candidates and elections.

Nevada's elections officials work closely with the U.S. Election Assistance Commission (EAC) to ensure timely and accurate compliance with federal requirements relating to the conduct of federal elections. The EAC is a national clearinghouse for information on election administration. The Commission provides a variety of resources for election administrators at the state and local levels.

The EAC's Election Administrator Competency Wheel identifies essential skills required of elections officials and provides a variety of resources designed to support elections officials in managing the highly complex responsibilities of administering an election. Nevada's election administration training builds on the EAC Model.



² [NRS 293.124](#)

EAC publications, informational material, and guides are available for no charge to Election Officials and the public on the EAC website at eac.gov. [Resource categories](#) include:

Accessibility	Election Technology	Planning & Logistics
Audits & Recounts	In-person Voting	Poll Workers
Community Engagement	Language Access	Results, Canvassing, & Certification
Districting & Redistricting	Military & Overseas Voting	Vote by Mail & Absentee Voting.
Election Law & Policy	Observers & Transparency	Voter Education
Election Mail	Personal Security	Voter Registration & List Maintenance
Election Security		

Secretary of State Responsibilities

The Secretary of State is responsible for adopting regulations, also known as Nevada Administrative Code (NAC), for the conduct of elections in all cities and counties in Nevada.

Regulations relating to the conduct of a primary, general, special or district election are effective on or before the last business day of February immediately preceding that election. Regulations relating to the conduct of a presidential preference primary election are effective on or before the last day of September immediately preceding that election.

In addition to the conduct of elections, law requires the Secretary of State to prescribe procedures and requirements for ballots and election-related computer systems.

Following is an abbreviated list of items required by statute.³

- ▶ Procedures for primary, general, special, and district elections in all cities and counties
- ▶ Applications to register to vote and preregister to vote
- ▶ Ballots and content, including the design and form of mail ballots and sample ballots
- ▶ Lists of registered voters, including registers and rosters
- ▶ Election results, such as abstracts and certifications
- ▶ Procedures and requirements for the statewide voter registration system

³ [NRS 293.247](#) and [NRS 293.250](#).

Local Election Official Responsibilities

Election officials who oversee voter registration and election administration within their respective jurisdictions must comply with the Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) and also adhere to relevant local municipal bylaws when conducting elections.

Local elections officials include the offices of County Clerk/Registrar of Voters and City Clerk.⁴ The terms clerk and registrar are used interchangeably in this document to reflect the individual designated or assigned to make the record of the election in the roster, tally list and challenge list in the precinct, district, or polling place in which the officer is appointed.⁵

County Clerk/Registrar of Voters and City Clerk contact information is available on the Secretary of State's website at nvsos.gov/sos/elections.

Elections Procedures Training

Training is a key component of the Secretary of State's role in Nevada elections. At least once every two years, the Secretary of State, Elections Division must develop and deliver training to all county and city clerks related to elections procedures, including the procedures detailed in this manual.⁶

Clerks are required to attend the training provided by the Secretary of State's Office. They may request any deputy or an employee of their office whose duties relate to elections to also attend the training.

The Secretary of State's Office will cover or reimburse the per diem and travel expenses for county or city clerks, their deputies, and/or designated staff attending the training course, as applicable.⁷

Public Information & Services

Communication before, during, and after an election is not only critical for the success of an election, but also for public trust in the election process. Communication is especially important now because of the significant increase in misinformation and disinformation targeting elections.

As the state's chief election official, the Secretary of State understands the need to communicate election matters with all election stakeholders. Press releases, reports, and

⁴ NRS 293D.040

⁵ NRS 293.044

⁶ NRS 293.2502

⁷ NRS 293.2504(b)

public notices are available on the Secretary of State's website at nvsos.gov/sos/sos-information.

Public Records Requests

The Nevada Secretary of State's office is committed to providing access to public records in accordance with Nevada law.⁸ All public records, the contents of which are not otherwise declared by law to be confidential, are open for inspection or to obtain copies.

All requests to inspect and/or obtain copies of public records must be made through the office's Public Information Officer using the official [Public Record Request form](#) fillable PDF available on the Secretary of State website. Email the request to sosrecords@sos.nv.gov or mail it:

Nevada Secretary of State
Attn: Public Information Officer
101 North Carson Street, Suite 3
Carson City, NV 89701

Annual [Voter Registration Statistics](#) by county, party, age, and district are published on the Secretary of State's website and do not require a public records request.

Protecting Voters and Elections

Nevada law makes it a crime to use, or threaten to use, any force, intimidation, coercion, violence, restraint or undue influence in connection with any election, petition or preregistration or registration of voters, a category E felony.⁹

Protections for Election Officials

An Election Official is defined as any of the following:

- ▶ The Secretary of State or any deputy or employee in the Elections Division of the Office of the Secretary of State who is charged with duties relating to an election.
- ▶ A Registrar of Voters, County Clerk, City Clerk, or any deputy or employee in the elections division of a county or city who is charged with elections duties.
- ▶ An election board officer or counting board officer.

It is a crime, punishable as a category E felony, for any person to use or threaten or attempt to use any force, intimidation, coercion, violence, restraint, or undue influence with the intent to:

⁸ [NRS 239](#)

⁹ [NRS 293.710](#) and [NRS 193.130\(e\)](#)

- ▶ Interfere with the performance of the duties of any election's official relating to an election.
- ▶ Retaliate against any elections official for performing duties relating to an election.
- ▶ Disseminate any personal identifying information or sensitive information of an election official without the consent of the election official, knowing that the election official could be identified by such information, if:
 - The person disseminates personal identifying information or sensitive information with the intent to aid, assist, encourage, facilitate, further or promote any criminal offense which would be reasonably likely to cause death, bodily injury or stalking or with the intent to cause harm to the elections official and with knowledge of or reckless disregard for the reasonable likelihood that the dissemination of the information may cause death, bodily injury, or stalking.
 - The dissemination of the personal identifying information or sensitive information would cause a reasonable person to fear the death, bodily injury or stalking of himself or herself or a close relation or causes the death, bodily injury or stalking of the elections official whose information was disseminated or a close relation of the election's official.

The following definitions may be helpful in understanding NRS protections.

Threat	Example/Definition
Force	The use of a weapon. The use of such physical strength or violence to overcome, restrain, or injure a person. Inflicting physical harm to coerce or compel submission by the victim.
Intimidation ¹⁰	A serious act or course of conduct directed at a specific election official that causes fear or apprehension and serves no legitimate purpose.
Coercion ¹¹	To use violence or inflict injury upon the other person or any of the other person's family, or upon the other person's property, or threaten such violence or injury. To deprive someone of any tool, implement or clothing, or hinder the person in the use thereof. Attempt to intimidate the person by threats or force.

¹⁰ 18 U.S. Code § 1514

¹¹ NRS 207.190

Threat	Example/Definition
Violence	Battery, assault, coercion, sexual assault, reckless conduct designed to harass another person such as stalking, arson, trespassing, destruction of the person's property, stealing the person's property, injuring (or killing) the person's animal, carrying a concealed weapon (without a permit), falsely imprisoning the person, or unlawfully entering the person's residence.
Restraint	To prevent a person from doing something.
Undue influence	To use improper influence that deprives a person of freedom of choice or substitutes another's choice or desire for the person's own. Undue influence is more than just making suggestions. It involves a person emphasizing their official position or role to demand actions or privileges that would not have been otherwise afforded.

It is unlawful for any individual or organization to use or threaten or attempt to use any force, intimidation, coercion, violence, restraint, or undue influence with the intent to:

- ▶ Interfere with the performance of the duties of any election's official relating to an election.
- ▶ Retaliate against any elections official for performing duties relating to an election.
- ▶ Create an intimidating presence inside or outside a polling place to discourage individuals from voting or influencing a voter to cast their vote for a specific candidate not of the voter's choice.

If an election official observes voter intimidation, the official must take immediate action to move the individual away from the voter and ask the person to stop the behavior/action. This applies even to individuals the voter knows personally. Every voter has the right to vote independently and in privacy. If the person refuses, contact the county election office.

If anyone becomes loud, aggressive, or otherwise threatening or disruptive, election workers are instructed to call 911, identify themselves as an election worker, and request assistance.

Protections for Voters

Most reports of voter intimidation are actually made against *election workers*. Whether due to implicit bias or lack of understanding of the laws governing elections, election workers across the country consciously or unconsciously engage in behaviors which are intimidating to voters. Examples include:

- ▶ Aggressively questioning voters about their citizenship, criminal record, or qualifications to vote, in a manner intended to interfere with the voters' rights.
- ▶ Spreading false information about voter requirements, such as an ability to speak English, or the need to present certain types of photo identification.
- ▶ Discussing or displaying false or misleading signs about voter fraud and the related criminal penalties.
- ▶ Discussing or commenting negatively on a voter's ethnicity, headdress, language, accent, or name, particularly toward non-English speakers and people of color.

Election officials must be intentional and thoughtful when engaging with voters and citizens. Maintaining eye-contact, using a calm tone of voice, and communicating clearly will help when speaking with upset or disruptive individuals.

Protections for Public Servants

To help ensure the safety and privacy of public servants, confidentiality of certain personal information is available to individuals who serve in the following roles:

- ▶ Justices and judges
- ▶ Senior justices and judges
- ▶ Court-appointed masters
- ▶ Clerk of a court, court administrator or court executive officers
- ▶ County or city clerk or registrar of voters charged with the powers and duties relating to elections
- ▶ Deputy clerk/registrar
- ▶ Current and retired peace officers
- ▶ Prosecutors
- ▶ State or county public defenders
- ▶ Anyone employed by the Office of the Attorney General who prosecutes or defends actions on behalf of the State of Nevada or any agency in the Executive Department of the State Government.
- ▶ Anyone employed by the State in connection with child welfare services, child protective services, or tasks that expose the person to comparable dangers.
- ▶ County managers
- ▶ Inspectors, officers, or investigators employed by this State/political subdivision of the State who interact with the public regarding code enforcement.
- ▶ Federal law enforcement agents and officers¹²
- ▶ The spouse, domestic partner or minor child of some who interacts with the public regarding code enforcement

¹² [NRS 250.140](#)

- ▶ The surviving spouse, domestic partner, or minor child of a qualifying person who was killed in the performance of his or her duties.

Anyone qualifying to have personal information kept confidential must obtain a court order based on an affidavit and present it to the Secretary of State's office:¹³

- ▶ Stating the ground for which the affiant qualifies.
- ▶ Providing adequate justification for the confidentiality request.

A court order granting confidentiality¹⁴ must be submitted to the **Secretary of State's Office**. The request must be accompanied by a [Request for Confidentiality Form](#).

A copy of the court order and the Request for Confidentiality form can be mailed or delivered to the Secretary of State at either of the following addresses:

Office of the Nevada Secretary of State

101 N. Carson Street, Suite 3
Carson City, NV 89701

2250 Las Vegas Blvd. North, Suite 400
North Las Vegas, NV 89030

The Secretary of State will forward requests to the county for processing. The clerk/registrar in the county where the voter resides will update the profile in TotalVote to set the voter's **Suppression Level** to Court Ordered and upload the court order to the voter's profile Attachments.

TotalVote automatically redacts relevant information from certain public-facing reports, assisting the clerk/registrar in ensuring confidential information is not:

- ▶ Disclosed to anyone, unless disclosure is specifically authorized in writing by that person.
- ▶ Posted on the internet or made available in any other way.

Court ordered confidential information is protected for at least 30 years or until the death of the protected person.¹⁵ It may only be disclosed as provided in or as otherwise specifically authorized by law.

Legal Compliance

The Secretary of State's Office is responsible for overseeing elections activities to ensure compliance with all state and federal laws. The state relies on city and county officials as well as the public to report violations of Title 24 of the Nevada Revised Statutes, Nevada's

¹³ [NRS 247.530](#) , [NRS 250.130](#), [NRS 293.906](#), [NRS 293.908](#) and [NRS 293.909](#)

¹⁴ [NRS 293.906](#), [NRS 293.908](#) and [NRS 293.909](#)

¹⁵ [NRS 239.0115](#)

Elections Laws. Nevada’s Election Integrity Violation reporting process is the mechanism for addressing any allegations of violations to of any provision of Title 24.

Filing a Complaint

Any person may file a complaint who believes a violation of election law has occurred. To initiate the process, the individual making the complaint (the “complainant”) must complete and file an [Election Integrity Violation Report](#). A complaint can be filed by US mail, email, FAX, or in person at the Secretary of State’s office. The complaint must describe the alleged violation of law and identify the party responsible for the violation, as well as provide dates and times of specific occurrences, if practicable.

When a complaint is received, the Secretary of State’s office begins the resolution process. Procedures for evaluating complaints are uniform and non-discriminatory. If the Secretary of State determines that there is a violation, an appropriate remedy is provided to the extent permitted by law. If the Secretary of State determines that the complaint does not establish a violation of election law, the Secretary may dismiss the complaint or refer it to a different agency for resolution. The complainant will be notified of any action taken by the Secretary of State.

Complaint Investigation Procedures

The Compliance Team investigates all Election Integrity Violation Reports. Based on evidence and/or witness statements, the Compliance Team makes a factual determination if a violation of Nevada’s Election Laws occurred.

In most cases, the investigative process includes the following:

1. Receiving and reviewing new EIVR.
2. Notifying the complainant via email, US mail, or by telephone that their case has been assigned for review, request additional evidence if required.
3. Recording the required EIVR data for case tracking.
4. Assigning a case number.
5. Determining a priority.
6. Conducting an Investigation.

This will include contacting election officials, requesting evidence, taking statements, conducting witness interviews, and/or gathering evidence/documentation (audio, pictures, emails, etc.).

Election Integrity Violation Investigative Priorities		
Priority	Example of Alleged Violation	Explanation
High	Constituent denied the right to vote at a polling location	If it is still within the timeframe for ballots to be cast, this would be the highest priority violation to investigate.
Low	Error in a candidate's Contribution and Expense reports.	Follow-up required.
Wrong Agency	Complaints submitted regarding an election held for a Homeowner's Association.	The Secretary of State does not oversee HOA elections.
No Title 24 Violation	Dogs being allowed within ballot processing areas. Garbage bags located behind ballot processing buildings and complainants concerned about what they may contain. Ballot processors <u>not wearing</u> visible name tags. Routine reports from Observers that do not identify a Title 24 Violation.	No investigation required.

7. Notifying the subject of the EIVR complaint via email, US mail or by telephone and requesting statements, documentation, and/or specific action to remedy the complaint.
8. Compiling documentation and case notes; reviewing case with Elections Deputy/legal team for final determination.
9. Preparing a Case Closure Notice letter to the complainant. A copy of the letter is also sent to the subject of the EIVR.
10. Preparing criminal referral letters with supporting documentation and forwarding to appropriate authorities (if required).

To file a formal complaint with the Secretary of State, complete the [Election Integrity Violation Report](#) and send it to the Elections Division:

Nevada Secretary of State
Elections Division
101 N. Carson Street, Suite 3
Carson City, NV 89701
nvelect@sos.nv.gov

Community Outreach

Nevada's community outreach initiatives are a dynamic and multifaceted effort aimed at increasing voter participation and civic engagement across the state. Recognizing the importance of inclusive and accessible elections, these initiatives focus on reaching underrepresented communities, including young voters, Native citizens, and non-English-speaking populations.

Nevada's outreach efforts include multilingual voter education, campus-based engagement programs, rural canvassing, and youth civic leadership development. The initiatives are designed not only to register and inform voters but also to empower communities to take an active role in shaping their government and policies.

Through collaborations between state officials, nonprofits, Tribal groups, and educational institutions, Nevada is building a more informed and participatory electorate—ensuring every eligible member of our community has the chance to vote and have their voice to be heard.

Advisory Committee on Participatory Democracy

The Advisory Committee on Participatory Democracy (ACPD) assists the Secretary of State in proposing programs, activities, and events that support promote citizen

participation in governance.¹⁶ They may support projects by national, state, and local entities that encourage and advance participatory democracy. The committee is comprised of the Secretary of State and up to 9 appointed members selected to represent the breadth of the state's political, geographical, and demographic diversity.

The Secretary of State selects a Chair from among the Committee's members and designates an employee of the Office of the Secretary of State to serve as Secretary for the Committee. The Chair appoints a Vice Chair from among the members of the Committee.

Each member of the Advisory Committee on Participatory Democracy serves at the pleasure of the Secretary of State for a 2-year term ending on June 30 of the appropriate year. If a vacancy occurs, the Secretary of State appoints a new member to fill the vacancy for the remainder of the unexpired term. Members of the ACPD serve without compensation.

The Advisory Committee may honor citizens who perform exemplary service in promoting participatory democracy in Nevada with the Jean Ford Democracy Award. Individuals interested in being named to the committee may apply online using the [Advisory Committee Membership Application](#).

Youth Advisory Task Force

The Youth Advisory Task Force (YATF) was created under the bylaws of the Advisory Committee on Participatory Democracy (ACPD) to increase civic awareness among Nevada voters under 25 years of age. At the request of the Nevada Secretary of State, the Youth Advisory Task Force was formally established by the Nevada Secretary of State in 2024, becoming the country's most inclusive committee of its kind created to promote youth participation in governance and the democratic process. With a focus to promote youth civic engagement, the Task Force includes high school students, college students, working youth, and youth in vocational programs.

Duties of the Task Force include:

- ▶ Proposing programs that support participation in our democracy and identifying solutions to any problem concerning the level of participation in our democracy.
- ▶ Assisting with outreach to educational institutions.
- ▶ Helping conduct [Student Mock Elections](#).

¹⁶ [NRS Chapter 225](#)

- ▶ Supporting projects by national, state, and local entities that encourage and advance participation in our democracy of young voters, including programs established by the National Conference of State Legislatures, the State Bar of Nevada, and other public and private organizations.

The Youth Advisory Task Force is non-political and non-partisan. It is composed of 9 youth between the ages of 17 and 24 from across the State of Nevada and includes students and non-students. The term of service is a calendar year. Nevada youth interested in advancing their civic education and voter engagement may apply to fill a vacant seat on the advisory board through the Secretary of State's Office. Members are selected by the Secretary of State and can serve a maximum of two terms.

Programs and Awards

Nevada's educational program and awards promote civic engagement, voter education, and encourage active participation in the democratic process.

Student Mock Election

The Secretary of State, in partnership with the Youth Advisory Task Force, Voices in Voting, the Nevada Center for Civic Engagement, and the Nevada Department of Education, provides community civics education in the form of Student Mock Election. Student mock elections are designed to increase civic engagement, share educational information, and motivate students to participate in elections when they become young adults.

Mock Elections use historical figures candidates to engage students in researching Nevada's history and the historical and current impacts of elections and policy. Lesson plans tied to Nevada Academic Content Standards for Social Studies are available for each grade level. Teachers determine how to use instructional resources, available in Canvas! Across all 17 school districts. Lesson plans include:

- ▶ Common election terms & definitions
- ▶ Primary source materials covering the breadth of the election process
- ▶ Biographical information on influential leaders in Nevada history
- ▶ Grade-specific lesson plans with prompts and assessments
- ▶ NVACS - Core standards for educators to connect to their yearly lesson plans
- ▶ Traditional paper ballot designs and ballot submissions through Canvas
- ▶ Student Mock results from prior years.

Educator Resources are available at <https://www.nvsos.gov/sos/elections/election-information/nevada-student-mock-election/educator-resources>

Helen J. Stewart Award

The [Helen J. Stewart Award](#) recognizes outstanding Nevada high school seniors for civic participation in their community by encouraging voter registration. The award was established by Secretary of State, Barbra Cegavske in 2016 and is available annually to any Nevada high school that gets at least 85 percent of eligible students in the senior class registered to vote in Nevada. The award honors the legacy of Helen Jane Wiser Stewart.

Helen Jane Wiser was born in Springfield, Illinois in 1854. Her family moved first to Iowa and then to California where she attended public schools in Sacramento County and later, Hesperian College in Woodland. She married an Irishman, Archibald Stewart, in Stockton, California in 1873. The couple settled on a ranch at Pony Springs, north of Pioche. She gave birth to three children there, and a fourth after the family moved to the Las Vegas Valley to take possession of the Las Vegas Ranch in 1882. Helen gave birth to their fifth child while operating the Ranch after her husband was murdered in 1884.

Following the untimely death of her husband, Stewart became extremely proficient as a rancher and businesswoman. By 1890, she was the largest landowner in Lincoln County, which at that time included present-day Clark County. She was appointed the first postmaster of Las Vegas (1893), was the first woman elected to the Clark County School District's Board of Trustees (1916) and served as a juror on the first trial in Clark County that utilized women jurors (1922). She donated land for the Las Vegas Grammar School, which became the first public school attended by Native American students from the Southern Paiute Indian colony.

Schools apply by submitting an [award nomination form](#). Questions about the Helen J. Stewart Award can be sent to sosexec@sos.nv.gov.

Jean Ford Democracy Award

The Jean Ford Democracy Award is sponsored by the Advisory Committee on Participatory Democracy. The award honors citizens of the state who have played a key role in promoting participatory democracy in Nevada.

Jean Ford was a Nevadan since 1962. When she recognized improvements were needed in her community, she volunteered to help. Her initiative was key to several consequential projects including the preservation of Red Rock Canyon as a park, the creation of the [Clark County Public Library](#),¹⁷ and the establishment of the [Nevada Women's History Project](#). Jean served in the Nevada Legislature, first in the Nevada State Assembly (1972-1976) and then in the Nevada State Senate (1978-1982). Between those two legislative

¹⁷ See Jewel Guy, *A History of the Clark County Library District: Its Founding and Growth in Southern Nevada*, eric.ed.gov.

terms, she earned a master's degree in public administration from the University of Nevada, Las Vegas. Jean fought for openness in government, supported the Equal Rights Amendment, and introduced a variety of bills intended to eliminate discrimination based on sex and to create services for women. Following her days in Legislature, Jean continued traveling throughout the State, serving Nevada in many capacities as a public servant to private entrepreneur and educator.

Individuals who wish to nominate someone for this honor may submit the ACPD Jean Ford Award Nomination Form to NVElect@sos.nv.gov.

Vote to Honor a Service Member

I Vote to Honor a Service Member is a program to recognize the service and dedication of the men and women who are or have served in our armed forces by encouraging voters to cast their ballot in the names of those who fight to defend our liberty and to protect our right to vote.



The Office of the Secretary of State invites Nevadans to show their support for a family member, friend, neighbor or military unit by submitting a personal message or tribute. Tributes are published at [I Vote to Honor A Service Member Tributes](#) on the Secretary of State's website. Participants receive a commemorative pin to wear when they go to cast their ballot.

Individuals interested in honoring someone must complete the [Vote to Honor a Service Member Program](#) fillable PDF application providing the name and branch of service of the person they wish to honor along with a brief statement of why they are voting in their honor. Completed forms can be submitted to the Secretary of State's office.

Voters

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Voter Registration

Voter registration has three key purposes:

- ▶ To ensure that everyone who is entitled to vote can do so.
- ▶ To prevent someone who is not eligible from voting.
- ▶ To prevent an individual from voting multiple times.

To address those objectives, Nevada works to make voter registration and election processes as convenient, accessible, accurate, and transparent as possible.

Voter registration processes are prescribed by Nevada Revised Statutes (NRS), the National Voter Registration Act (NVRA), the [Help America Vote Act](#) (HAVA), and the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA). Nevada's voter registration system, paper and digital forms, interagency data feeds, policies, statutes, and day-to-day practices support the accuracy and utility of Nevada's voter registration list.

The following table shows the last day to register to vote for any primary, presidential preference primary, general, recall, or special election:

Registration Method	Deadline	2026 Date
By mail or in person at the clerk/registrar's office	Fourth Tuesday before the election	12 May 2026 (Primary) 6 October 2026 (General)
At a voter registration agency (e.g., DMV)	Five days after the last day to register to vote by mail	18 May 2026 (Primary) 12 October 2026 (General)
Using NOVA, the State's online voter registration system	Election day ¹	9 June 2026 (Primary) 3 November 2026 (General)

¹ Voters who register online within 14 days of the election will not be sent a mail ballot and must provide ID and vote in person at a vote center.

In a Vote Center	During early voting or on Election day	23 May – 5 June 2026 (Primary) 17-30 October 2026 (General)
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Eligibility

To be eligible to vote in Nevada, the registrant must be a citizen of the United States at least 18 years old by election day and must have continuously resided in Nevada and in the county for least 30 days prior to the election, and within the precinct for at least 10 days before the election. Nevada permits 17-year-olds to pre-register, but they will not receive a voter registration card or ballot prior to their 18th birthday.

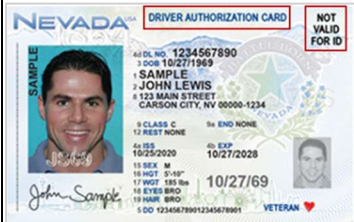
Convicted felons who are currently incarcerated and those who have been declared mentally incompetent² are not eligible to vote. Voting rights can be restored for those declared mentally incompetent if legal capacity is restored³. Convicted felons who have completed their term of incarceration can re-register to vote immediately after release.

The following documents are acceptable to prove eligibility to vote in Nevada:

² NRS 293.5415

³ NRS 293.543

Acceptable Proof of Identification ⁴	Acceptable Proof of Residence
Valid Nevada Driver License Valid Driver License from another US State Valid Nevada State ID Valid Tribal ID Current US Passport Military ID Social Security number Temporary identification card issued by the Department of Corrections or any other Nevada agency, if the ID card includes the registrant's photograph and current residential address.	Military identification card Utility bill, including, a bill for electric, gas, oil, water, sewer, septic, telephone, television, etc. Bank or credit union statement Paycheck Income tax return Mortgage, rental, or lease statement Motor vehicle registration Property tax statement Any other document issued by a governmental agency



IMPORTANT:

A Driver Authorization Card (DAC) – clearly marked “NOT VALID FOR ID” - cannot be used for election-related proof of identity.

Registration Applications

The Secretary of State is responsible for creating and maintaining the official voter registration form⁵ to ensure consistency and uniformity.

The form – whether paper or digital - includes the following information:

Instructions for completing the application

⁴ [NRS 293.5842](#) and [NRS 293.5847](#)

⁵ NRS 483.291

A **notice** the applicant must be a U.S. citizen and at least 18 years of age on or before election day.

Unique Control Number for each copy of the form assigned by the Secretary of State.

Applicant information:

- ▶ full legal name
- ▶ address or description of physical domicile⁶
- ▶ option for mailing address or other ballot and correspondence delivery location
- ▶ Nevada Driver's License or Identification Card Number, or if the applicant has not been issued a NV DL/ID the last four digits of the applicant's Social Security Number, or if the applicant has not been issued an SSN the Unique Identification Number issued to the applicant.

Option to request a Sample Ballot in larger type⁷.

Receipt for applicant to retain information about a person who assisted with completing the form.

Registration Mechanisms

The Nevada Voter Registration Application can be completed in a variety of ways:⁸

Online at registertovote.nv.gov

By downloading, completing, printing, and mailing or hand delivering to the clerk/registrar a fillable PDF from nvsos.gov/sosvoterregform.

Through data exchanged automatically during certain transactions at state agencies (e.g., the Department of Motor Vehicles)

Clerk's Plan for Paper Form Availability

Every year, each county clerk must submit a plan to the Secretary of State for the upcoming year that covers the following:

- ▶ Locations where voter registration applications will be made available to the public.
- ▶ Description of the method to be used to monitor the supply of forms at each location.
- ▶ Procedure to account for each form.
- ▶ Procedure for controlling the bulk distribution of forms.
- ▶ Plan for training anyone who will be distributing forms.
- ▶ Contingent plan for acquiring forms if the supply becomes depleted.

⁶ To help counties ensure registrant residential addresses are legitimate, TotalVote flags registrants with commercial and restricted addresses that are tagged as such in TotalAddress. A business/commercial address can be used to register to vote if it is that individual's actual residence. See Secretary of State guidance for more information.

⁷ NRS 293.508

⁸ NRS 293.507 and NAC 293.420

Using paper applications available at county and state elections offices, completed and mailed or delivered in person to the [county clerk/registrar](#).

In person during an election

NOTE: Third-party voter registration websites may claim the ability to register individuals to vote in Nevada. However, the State cannot guarantee if or how the information will be provided to the correct election official, and if and how personal information will be protected.

Paper applications must continue to be made available but represent only a small portion of voter registrations.

Each voter registration application has a unique control number assigned by the Secretary of State's office and recorded in the voter's profile in TotalVote.

Paper Forms in Public Locations

Local election offices are responsible for tracking forms and ensuring enough paper voter registration applications are available to meet the needs of the residents of the county.⁹

Paper applications must be made available at the following locations:

- ▶ United States Post Office
- ▶ Public libraries
- ▶ Local offices of public utilities
- ▶ Financial institutions
- ▶ Community centers for aging persons
- ▶ Educational institutions
- ▶ Governmental offices
- ▶ Offices of county and state political central committees
- ▶ Union halls
- ▶ Offices of civic organizations
- ▶ Campaign headquarters of presidential, federal, and statewide candidates
- ▶ Places of worship
- ▶ Other locations the clerk/registrar deems appropriate.

Voter Registration Drives

Anyone who requests more than 50 applications must complete a [Mail-In Voter Registration Application Distribution Plan](#)¹⁰ and submit it to the office of the Clerk/Registrar for each county where the registration drive is to be conducted. The form includes name, address, and contact information for the individual or organization

⁹ NAC 293.420(5)

¹⁰ NAC 293.425

requesting the applications, counties and specific locations where applications will be distributed, and a certification that the requestor will use the Voter Registration Applications in compliance with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC).

To ensure the integrity of the voter registration process, any individual or organization conducting a voter registration drive in Nevada must adhere to all relevant statutory regulations.

IMPORTANT: It is the responsibility of any individual or organization conducting a voter registration drive to ensure all participants acting on their behalf are compliant with these requirements.

Cost of Printing

The cost to print voter registration applications is the responsibility of the municipality, county, district, or State as the case may be. Nevada law provides for the jurisdiction to charge for requests of more than 50 applications to register to vote by mail in any 12-month period. The charge may not exceed the cost of printing the applications.¹¹

Voter Registration Agencies (VRA)

The National Voter Registration Act (NVRA) requires states to designate state government agencies and offices that provide public assistance or services to people with disabilities as voter registration agencies, as well as other offices as required by state law.

Agencies and offices designated as NVRA Voter Registration Agencies for Nevada include the following:

- ▶ Department of Motor Vehicles (DMV)
- ▶ Department of Health and Human Services (DHHS)
- ▶ Any agency designed by DHHS to receive Medicaid applications
- ▶ Silver State Health Insurance Exchange
- ▶ Nevada City Clerks
- ▶ Any Indian Tribe designed by the Governor to be an AVR agency.

As of January 1, 2025, some designated Nevada agencies began automatically transferring data into the TotalVote statewide voter registration system. Nevada agencies not yet transferring data automatically continue to offer the opportunity to register to vote with each application for service or assistance, and with recertification, renewal, or change of address form relating to service or assistance.

¹¹ [NRS 293.443](#)

A person's eligibility to have voter registration information transmitted does not affect the provision of services or assistance. Information transferred into the TotalVote database cannot be used for any purpose other than voter registration.¹²

Voter Registration Agency staff must be trained at least twice per year on voter registration processes. Each Agency has an NVRA Coordinator who is responsible for training and monitoring.

Same-Day Registration (SDR)

Nevada law allows voters to register for the first time or update their existing registration on the same day they vote. To utilize the same-day registration process, voters must have a valid Nevada driver's license/ID, temporary Nevada driver's license/ID interim document, or acceptable Tribal ID card¹³ and must vote in-person at a polling location. No other form of identification, including a military ID or passport, can be used for same-day registration to prove identity. If the registrant's Nevada driver's license/ID or Tribal ID card does not have the voter's current residential address, the registrant must also present proof of residence.

After providing acceptable identification and proof of residence and completing the registration process, registrants will be given a ballot. For more information, see [Same-Day Registration](#) on the Nevada Secretary of State's website.

Acceptable for SDR Proof of Identification ¹⁴	Acceptable for SDR Proof of Residence
Valid Nevada Driver License Valid Nevada State ID Valid Tribal ID Temporary identification card issued by the Department of Corrections or any other Nevada agency, if the ID card includes the registrant's photograph and current residential address. NOTE: Many tribal lands cross state lines. Tribal voters may present an "out-of-state" tribal ID with a Nevada address as proof of Identification and/or residence for in-person same day voter registration.	Military identification card Utility bill, including, a bill for electric, gas, oil, water, sewer, septic, telephone, television, etc. Bank or credit union statement Paycheck Income tax return Mortgage, rental, or lease statement Motor vehicle registration Property tax statement Any other document issued by a governmental agency.

¹² [NRS 293.57697](#)

¹³ [NRS 237.200](#)

¹⁴ [NRS 293.5842](#) and [NRS 293.5847](#)

Unique Voter Registration Situations

Voter registration drives, military and overseas citizens, voters updating an existing registration, and 17-year-olds pre-registering have unique registration requirements and options.

Pre-registration for 17-Year-Olds

Nevada law allows 17-year-old Nevada resident US Citizens to preregister to vote using any of the means available for a person to register to vote: paper application, online at RegisterToVoteNV.gov, or when registering for a Nevada Driver's License. A person who has preregistered to vote is automatically deemed registered to vote on his or her 18th birthday unless the person's preregistration is cancelled.

Registration Updates

Voters who have moved, changed their name, want to change party affiliation, or otherwise have to update their voter registration can do so online at RegisterToVoteNV.gov or by submitting a new voter registration application to their local election official. Changes can also be made through Same Day Registration at a Vote Center during an election.

Military and Overseas Voters

The Federal Post Card Application (FPCA), or the electronic equivalent, is prescribed by the Uniformed and Overseas Citizens Absentee Voting Act or UOCAVA.¹⁵ The FPCA is available to all uniformed service members, their spouses or dependents who are on active duty and absent from their voting residence, and citizens residing overseas.

A Uniformed and Overseas Citizen Absentee Voting Act (UOCAVA) voter who is not already registered in Nevada can register by completing and mailing or emailing the Federal Post Card Application (FPCA) form to their clerk/register.

UOCAVA voters may also register to vote using Nevada's Online Voter Registration Application (NOVA). Registrants who identify themselves as having Military/Overseas Status will be sent a

Special Status Notice by the clerk/register in their county of registration. That notice will include an FPCA for the registrant to specify their preferred ballot and election materials delivery option (mail, email/online, fax).

Military/Overseas Status:

Federal laws provide additional voting protections and options for uniformed service members, their families, and overseas citizens absent from their Nevada residence during an election. If applicable, select one of the following options:

- ☐ **Military Domestic (or military spouse or dependent)**
- Only select if you are on active duty and will be absent from your place of registration
- ☐ **Military Overseas (or military spouse or dependent)**
- ☐ **U.S. Citizen Overseas**

¹⁵ 52 U.S.C. § 20301(b)(2)

Nevada's Effective Absentee System for Elections (EASE) is available for use by active members of the United States Armed Forces, their spouses and dependents, Nevada voters who reside outside of the country, people with disabilities, and Tribal voters that live on a reservation or colony. EASE integrates voter registration, electronic ballot delivery and marking (voting). For more information, see the section on EASE or go to NVEASE.gov, which is available starting 45 days prior to an election and through close of polls on Election Day.

For additional information visit the Federal Voting Assistance Program at FVPA.gov.

Field Registrars

Volunteers appointed and trained by the County Election Office to register qualified voters on behalf of the County Election Office are called Field Registrars. The clerk/registrar appoints Field Registrars according to the jurisdiction's need. Each county must have at least one trained field registrar.

Field Registrars can be dispatched to a person's home or care facility to assist them with registering to vote if they are unable to do so due to illness or disability. Requests for assistance can be made to a local election official in writing or by telephone.

Field Registrars must meet the following eligibility requirements.

- ▶ Be a registered voter
- ▶ Not be a candidate for nomination or election
- ▶ Cannot have been convicted of a felony involving theft or fraud
- ▶ Have photo identification
- ▶ Successfully complete Field Registrar training specific to:
 - Policies, Procedures, and Restrictions
 - Deadlines
 - Custody and Submission of Completed and Blank Registration Materials

Timely submission of applications is important. A Field Registrar can hold completed applications for **no more than ten days**. When the registrar has five or more completed applications, they must be submitted to the county election office, regardless of timeframe.¹⁶

Field Registrars are prohibited from doing anything that would undermine the neutrality and legitimacy of their role:

- ▶ Intimidating, threatening, or coercing any other person for registering to vote, urging or aiding someone in registering to vote, interfering or influencing how a person chooses to vote or not vote, or preventing a person from voting.

¹⁶ For more information about regulations specific to field registrars, see NRS 293.505.

- ▶ Submitting false information, such as a name, address, or period of residence.
- ▶ Falsely claim status as a citizen of the United States.
- ▶ Paying, offering to pay, or accepting payment for voting, registering to vote, withholding their vote, or voting for or against any candidate or referenda.
- ▶ Refusing to register a person to vote on account of the registrant's political party affiliation.
- ▶ Soliciting a vote for or against a candidate or ballot referenda.
- ▶ Speaking to a registrant or voter about marking their ballot for or against a candidate or referenda.
- ▶ Distributing a petition or other material for or against a candidate or referenda.
- ▶ Knowingly registering a person who is not qualified to register to vote, including providing false information to register to vote.
- ▶ Registering a person who does not provide satisfactory proof of identification and residence.
- ▶ Retaining an application for longer than permitted or not completing the registration receipt.
- ▶ Falsely claiming to be or identify as a Field Registrar.
- ▶ Altering, defacing, or destroying a voter registration application.
- ▶ Delegating duties as a Field Registrar to another person.

Violations of prohibitions, whether federal or state, carry serious penalties most of which may be a Felony.

Registration Verification

Voter registration information is verified against the Nevada Department of Motor Vehicles (DMV), the Social Security Administration (SSA), the Office of Vital Statistics, and existing records in TotalVote.¹⁷ Cross-county duplicates are matched in TotalVote and both counties alerted. Either county can merge duplicate records, ensuring the state's voter rolls do not incorrectly list a voter in more than one county.

If voter information can be verified automatically, the voter is ACTIVE status and eligible to vote in Nevada elections. Verified voters do not have to show identification when voting in person since the voter's identification information has already been matched against existing records as required by federal and state law. Signature verification is used to confirm the identity of the voter both in-person and for mail ballots.

If a new registrant's voter registration application was missing critical eligibility information (e.g., affirmation the voter is eligible to vote, signature, Driver's License or Social Security Number, residential address), the voter's status is PENDING. If the

¹⁷ [NRS 293.5232](#)

registrant does not respond to the notice with the information requested, the registration status is VOID.

Registrants who do not have a valid Nevada Driver's License/Identification Card or a Social Security Number may register to vote by signing an affidavit attesting to this fact and providing alternate acceptable proof of identification and residency before being allowed to vote.

Registration Status

A voter's status in TotalVote is assigned based on information the voter provided (or failed to provide) and automated validations of that information.

Registration Status determines whether the registrant is eligible to vote, if they will receive a sample and/or mail ballot, and if they need to provide ID or sign an affidavit to vote in person.

Some voter information is non-essential. Examples include the registrant's place of birth or email address. However, if any **Critical Eligibility Criteria** are missing, the registrant is not eligible to vote. The clerk/registrar will send a notice requesting the missing information. If the registrant does not reply to the request within 15 days, the applications is VOID.

Critical Eligibility Criteria

- ▶ Registrant name
- ▶ Residence address
- ▶ Date of Birth
- ▶ NV DL/ID or SSN4
- ▶ Confirmation that the registrant is a US Citizen age 18 or older

The following grid explains each TotalVote status.

Table 1 TotalVote Registration Status Grid

TotalVote Status	Explanation
ACTIVE	Will receive a mail ballot unless they opt out. Eligible to vote. Registrants who have provided all critical eligibility information . Some Active status registrants may have incomplete registration if the information missing is not critical to voter identification and proof of residence.
ACTIVE PENDING	<i>Will not</i> receive a mail ballot. Eligible to vote. Registrants who already provided all critical eligibility information on a previous registration but made a change to one or more critical eligibility fields that requires follow up.

TotalVote Status	Explanation
INACTIVE	Will <i>not</i> receive a mail ballot. Eligible to vote so long as they continue to meet all other legal requirements. Voting in person, updating their registration online, contacting their elections office, or otherwise updating their voter registration restores the voter's status to Active. Voters may be made inactive if they do not respond to the Address Confirmation notice within 33 days, or if the notice is returned undeliverable by the USPS without a forwarding address within the same county; or if information obtained through the United States Postal Service National Change of Address (NCOA) database or the Electronic Registration Information Center (ERIC) reports indicates that a voter has moved outside the county.
MERGED	Voter profile from a prior registration that has been merged with one or more profiles, consolidating the voter's complete ballot and correspondence history.
PENDING > UNDER 18	<i>Will not receive a ballot</i> unless their birthday was prior to the cut off for mailing ballots and their registration was processed by the county. A 17-year-old who has pre-registered to vote who will be 18 years old or older by Election Day and who has met all other legal requirements to vote.
PENDING > INCOMPLETE > MISSING ID PENDING > INCOMPLETE > MISSING SIGNATURE	Will <i>not</i> receive a mail ballot. Can vote in person with ID and by signing affidavit. The registrant has submitted a voter registration application that is missing critical eligibility criteria.
PENDING > INCOMPLETE > NON- PRECINCTABLE ADDRESS	Voter precinct/ballot are at issue, not voter eligibility. Unless the voter made an error when providing the address or fabricated an address (not a common situation), this status is triggered by a typo in TotalVote or a TotalAddress data issue that must be resolved by the county.

TotalVote Status	Explanation
CANCELLED	No longer eligible to vote. Can re-register when qualified. Registrations may be cancelled because the voter moved to another jurisdiction, has been declared incompetent by a court, is currently incarcerated for a felony, or is deceased. The registrant's personal information, prior applications, vote history, and notices and correspondence are retained in voter's profile in TotalVote, the statewide voter registration system.
VOID	Application did not meet all requirements to register to vote. An attempt at registration that was never valid.
ARCHIVED > VOTER REQUEST	No wish to register to vote. Registration created by a data transfer into TotalVote from a Nevada authorized agency but that the person did not wish to have used to establish voter registration.

Conditionally Registered: A voter who 1) completes a voter registration application, 2) appears to vote in person during the period beginning the Thursday before Election Day, including Election Day, and 3) has provided acceptable proof of identity and residence, but verification of the elector's identity and residence remains to be completed by the local election office. Conditionally Registered voters are required to vote by provisional ballot, which is not tabulated and is kept separate from all other ballots until verification is completed. Upon final verification of the application for registration, the voter will be issued a registration card.¹⁸

Voter Registration Statistics

The Office of the Secretary of State publishes monthly voter registration statistics at [Elections>Voters>Voter Statistics](#). Statistics include the total number of registered voters by month dating back to 1950. Prior to December 2006, voter registration statistics were compiled from information provided by individual County Clerks/Registrars using independent county voter registration systems.

¹⁸ [NRS 293.5837\(5\)](#)

IMPORTANT: Nevada implemented a statewide voter registration and election management system in August of 2024. Prior to that consolidation of voter data, a Nevada resident moving from one county to another was considered a new registration. Since the implementation of TotalVote, now such moves are considered registration updates. This will impact statistics that compare voter data over time.

Contact the Secretary of State's Elections Division at NVElect@sos.nv.gov or by calling (775) 687-8683 to request additional breakdowns or non-standard reports.

Federal Reporting

Nevada reports voter registration information to the U.S. Election Assistance Commission (EAC) as part of the biennial Election Administration and Voting Survey (EAVS) Comprehensive Report. This includes the number of voter registration applications by mail and from motor vehicle offices, public- assistance offices, offices providing state-funded programs primarily serving persons with disabilities, Armed Forces recruitment offices, and other state-designated offices and agencies. States also report voter registration list maintenance information in response to the EAC survey every two years.

Public Access to Voter Data

Nevada provides access to the statewide list of registered voters online through NevVoter, a statewide voter data portal managed by the Office of the Secretary of State. The public-facing system consolidates data from several state-facing systems to provide the public with information relating to registered voters throughout the State of Nevada.

Statewide voter data is publicly accessible through the office of the Secretary of State and available in either hard copy or in a variety of electronic formats. NevVoter is accessible to the public; however, the Office of the Secretary of State retains full authority in granting, denying, or revoking access at any time, in accordance with applicable local, state, and federal law or regulations.

Requesting access to the Statewide Voter Registration List is a two-step process.

Create an account within the Nevada Secretary of State Online Services portal. See [Account Creation](#) on the Secretary of State's website for step-by-step instructions.

Download, complete, and submit a [Request for Access to the Statewide Voter Registration List](#). Submissions can be made via email, fax, or mail.

The applicant's qualification to access statewide voter data will be verified. Once access has been granted, the applicant will be notified via email. Depending on the volume of pending requests, access may be granted the following business day, or within seven business days.

No person, candidate, party, or organization who receives voter data can use the information for purposes unrelated to an election. The information cannot be sold for any reason.¹⁹

Any questions on the status of an order should be directed to nv_voterlist@sos.nv.gov. Once access has been granted, any technical inquiries should be directed to the Elections division at 775-684-5705.

For more information, see [NevVoter Statewide List](#) on the Secretary of State's website.

List Maintenance

The National Voter Registration Act of 1993 (NVRA) requires States to maintain accurate voter registration lists. States comply with the Act by making a reasonable effort to remove ineligible persons from the voter rolls for reasons of death, mental incompetence, incarceration for a felony, or change of residence, in accordance with procedures prescribed in the NVRA.

The Help America Vote Act of 2002 (HAVA) expanded the requirements of the NVRA by requiring regular list maintenance. The NVRA limits when and how voters can be removed from the rolls. Under the NVRA, states and counties are permitted to remove a voter in just five circumstances:

- ▶ if the voter affirms the change
- ▶ if state law requires
- ▶ for a criminal conviction or mental incapacity
- ▶ for the death of the voter
- ▶ if the voter confirms a change of residence in writing; and based on other evidence of a change of residence, but only after the state sends a notice and the voter both fails to respond and fails to vote in the next two federal general elections.

Additionally, the NVRA limits when States can conduct general list maintenance. Under Section 8(c)(2), States must complete any program that systematically removes the names of ineligible voters from the official list of eligible voters **no later than 90 days before a primary election or general election for federal office**. This 90-day deadline applies to State list maintenance verification activities such as general mailings and door-to-door canvases.

This deadline also applies to list maintenance programs based on third-party challenges derived from any large data-matching process. However, the 90-day deadline does not preclude cancelling a registrant due to the registrant's death, a criminal conviction or

¹⁹ [NRS 293.440\(6\)\(b\)](#)

judgement of mental incapacity, or at the request of that registrant. Voter registration records can also be corrected within the 90-day window.²⁰

For more information, see the Department of Justice’s NVRA Questions and Answers at <https://www.justice.gov/crt/national-voter-registration-act-1993-nvra>.

Change of Address

Clerks may use “reliable and reasonable means” to verify voter addresses and maintain the accuracy of their voter rolls²¹. Nevada’s statewide voter registration system facilitates this clerk responsibility by crosschecking voter addresses against data from the Nevada Department of Motor Vehicles, the United States Postal Service National Change of Address (NCOA), and Electronic Registration Information Center (ERIC). Other resources of address information include returned mail and voter-submitted change of address or request to cancel their registration due to a move.

Following “safe harbor” procedures mandated by the National Voter Registration Act (NVRA), Counties send Address Confirmation notices to voters who have had ballots or election mail returned undeliverable or been identified with a different address in one of the validation databases. The NVRA requires officials to wait two federal election cycles before canceling a registration if the voter did not respond to the Address Confirmation Notice and did not vote in person in an election during that time.

Response/No Response to Notice	Action to be Taken
Voter indicates address has not changed.	Do not remove/cancel.
Voter confirms they have moved within the jurisdiction.	Update the voter’s address. Do not remove/cancel.
Voter confirms they moved to another jurisdiction or state.	Remove/cancel the voter.
Notice is undeliverable.	Inactivate the voter not less than 33 days after the notice is mailed.
Voter does not respond.	Inactivate the voter not less than 33 days after the notice is mailed.

²⁰ 52 U.S.C. § 20507(c)(2)(B)

²¹ NRS 293.530

Electronic Registration Information Center (ERIC)

One resource available for flagging outdated registrations is the Electronic Registration Information Center (ERIC). Nevada is a founding member ERIC, a nonprofit organization that assists states with improving the accuracy of their voter rolls. ERIC is governed and managed by its member states. ERIC uses information from motor vehicle departments, Social Security Administration records and other databases to compare voter records within Nevada and in other member states. ERIC plays a critical role in Nevada's voter list maintenance efforts.

Every 60 days, Nevada's voter registration and DMV records are uploaded to ERIC and compared against data supplied by the other participating ERIC states (including Washington, D.C.), the Social Security Death Index, and the U.S. Postal Service's National Change of Address (NCOA) database in an effort to identify deceased individuals and those registered to vote in more than one state.

Potential duplications or deceased voters are reported to the Secretary of State's office and local election officials for further investigation and processing, and as appropriate, removal from or correction of the voter roll.

IMPORTANT: Certain information for list maintenance programs, such as ERIC, is confidential and protected from disclosure to the public. Media and public inquiries about these programs should be directed to the Secretary of State Public Information Officer by email at SOSP10@sos.nv.gov.

Counties must receive and process ERIC reports as follows:

ERIC Report Type	Received	Processed Timeline
In-state Duplicates	As received and transmitted by the Secretary of State	Not later than 10 business days after receipt by the county clerk
Deceased Voters	During the last week of every two months	Not later than 10 business days after receipt by the county clerk
In-county and Cross-county Updates (movers)	Every 6 months, in June and December	Not later than 10 business days after receipt by the county clerk
Cross-state Updates (movers)	Every 6 months, in June and December	Not later than 10 business days after receipt by the county clerk
National Change of Address (NCOA)	Every 6 months, in June and December	Not later than 10 business days after receipt

A state-wide list maintenance notice designated as “Official Elections Mail” will be sent by the Office of the Secretary of State, not later than October 1.

Any end-of-year notices returned as being “non-deliverable” will allow list maintenance activity to be conducted before the start of the 90-day black out period.

Election Year List Maintenance Requirements

Counties have responsibility to ensure:

- ▶ Deceased voters (identified through reports provided by the Nevada Office of Vital Records) must be removed not later than 15 business days after receipt by the county clerk.
- ▶ Felons who have started their incarceration (identified through inputs from the Nevada Department of Corrections (DOC) and U.S. Attorney offices) must be removed not later than 15 business days after receipt by the county clerk.
- ▶ Voter initiated registration updates (paper and electronic) must be processed not later than 15 business days after receipt

NOTE: This guidance does not supersede the requirements relating to the transmission of AVR records from the Department of Motor Vehicles pursuant to NRS 293.504 or NRS 293.5727.

Counties must receive and process ERIC reports as follows (except during the 90-day “blackout period” required by the National Voter Registration Act (NVRA), see below):

ERIC Report Type	Received	Processed Timeline
In-state Duplicates	As received and transmitted by the Secretary of State	Not later than 15 business days after receipt by the county clerk
Deceased Voters	During the last week of every two months	Not later than 15 business days after receipt by the county clerk
In-county and Cross-county Updates (movers)	Every 6 months, in June and December	Not later than 15 business days after receipt by the county clerk
Cross-state Updates (movers)	Every 6 months, in June and December	Not later than 15 business days after receipt by the county clerk

ERIC Report Type	Received	Processed Timeline
National Change of Address (NCOA)	Every 6 months, in June and December	Not later than 15 business days after receipt by the county clerk

Non-Election Year List Maintenance Requirements

Counties have responsibility to ensure:

Deceased voters (identified through reports provided by the Nevada Office of Vital Records) are removed not later than 5 business days after receipt by the county clerk.

Felons who have started their incarceration (identified through inputs from the Nevada Department of Corrections (DOC) and U.S. Attorney offices) must be removed not later than 5 business days after receipt by the county clerk.

Voter initiated registration updates (paper and electronic) must be processed not later than 5 business days after receipt by the county clerk.

NOTE: This guidance does not supersede the requirements relating to the transmission of AVR records from the Department of Motor Vehicles pursuant to NRS 293.504 or NRS 293.5727.

Primary Election List Maintenance

The NVRA, as codified in 52 U.S.C. § 20507, prohibits systematic voter list maintenance less than 90 days prior to an election with federal candidates on the ballot.

The 90 day “blackout period” prior to an election.

Pursuant to federal law, registrants may be removed from the county voter lists for only the following reasons:

- ▶ At the request of the registrant
- ▶ Criminal conviction or mental incapacity
- ▶ Death of the registrant
- ▶ Correction of registration records pursuant to 52 USC Ch. 205.

Following a primary election, every active registered voter who was sent official elections mail (i.e., a sample ballot or mail ballot) that was returned as being “undeliverable” must be sent a notice of cancellation.²²

²² [NRS 293.530](#)

Notices must be sent not later than the eleventh (11) day after the county canvasses, in order to process the notices prior to the General election blackout period.

General Election List Maintenance

The NVRA, as codified in 52 U.S.C. § 20507, prohibits systematic voter list maintenance less than 90 days prior to an election with federal candidates on the ballot.

- ▶ The 90 day “blackout period” prior to an election.
- ▶ Pursuant to federal law, registrants may be removed from the county voter lists for only the following reasons:

At the request of the registrant

Criminal conviction or mental incapacity

Death of the registrant

Correction of registration records pursuant to 52 USC Ch. 205.

Following a general election, every active registered voter who was sent official elections mail (i.e., a sample ballot or mail ballot) that was returned as being “undeliverable” must be sent a notice of cancellation.

Notices must be sent no later than 45 days after the close of the election.

Notices must be processed no later than 90 days after the close of the election.

Not later than 45 days after a general election, every active voter who did not vote in that year’s primary or general election and did not update their voter registration or sign a petition (between January 1, and the general election) must be sent a notice of cancellation.²³

Court Orders

A voter’s registration status may be directly affected by a court order. These legal directives can result from individual circumstances or broader judicial rulings and may alter a person’s eligibility to vote or the conditions under which they are registered.

Mental Incompetence

A court finding of mental incompetence does not automatically mean the individual found mentally incompetent is ineligible to vote. The court must also find the individual to be incapable of communicating a desire to participate in the voting process, with or without

²³ [NRS 293.530](#)

accommodation²⁴. If the court finds “by clear and convincing evidence” that the person lacks the mental capacity to vote, the court must provide a certified copy of the order to the clerk/registrar and the Office of the Secretary of State within 30 days of that judicial finding.

The clerk scans the court order into TotalVote to the Voter’s profile and updates the voter’s status to CANCELLED – MENTAL INCOMPETENCE.

Felony Conviction

Nevada residents convicted of a felony and sentenced to a term of imprisonment lose their voting rights while incarcerated. Counties are notified of an individual’s loss of voting rights through court orders communicated to the State or directly to the county elections office. When clerks receive a copy of a court order that impacts a voter’s status, the clerk scans the order into TotalVote to the voter’s registration and sets the voter’s status to CANCELLED – FELONY.

Voting rights are immediately restored upon release from prison. The restoration of voting rights applies automatically, regardless of whether the individual was convicted of a felony in Nevada, in another state, or in a federal court.

Any Nevada resident who is not currently serving a term of imprisonment for a felony conviction is eligible to register to vote. If someone’s voter registration was canceled due to a felony conviction, the individual may re-register to vote using any of the current voter registration methods once released from prison. No documentation or other evidence is required at the time of re-registration to prove that voting rights have been restored.

NOTE: This does not include incarcerated individuals pending charges or convicted for gross misdemeanor or misdemeanor crimes, or those pending sentencing for a felony conviction.

Vital Records

The Secretary of State’s HAVA Services system monitors the Nevada Department of Health and Human Services death records, Social Security death index, and ERIC files, comparing against information in TotalVote to identify deceased voters. Clerk/registrar staff check the HAVA Services Vital Statistics report daily to identify deceased county registrants.²⁵ If the clerk/registrar determines that a voter is deceased, the HAVA report or other documentation of the death is scanned into TotalVote to the voter’s registration and the voter’s status is updated to CANCELLED – DECEASED.²⁶

²⁴ [NRS 293.5415](#)

²⁵ [NRS 293.530](#)

²⁶ [NAC 293.464](#)

Other List Maintenance Sources

Nevada law authorizes clerks to use any “reliable and reasonable means” to determine whether a registered voter’s current residence is other than that indicated on the voter’s registration application.²⁷

Before acting on any third-party list maintenance information, clerks must obtain approval from their board of canvassers, investigate the reliability of the information, and ensure it is uniform and nondiscriminatory, and in compliance with the Voting Rights Act of 1965. To protect voters, the Secretary of State recommends that counties request an affidavit explaining the basis for asserting that a voter has changed residence. The county should confirm information through independent, vetted sources, such as the United States Postal Service Change of Address database.

Importantly, regardless of what list maintenance resources clerks use, registrants identified as potentially ineligible based on address issues must be sent an Address Confirmation notice with a postage guaranteed return postcard with space for the voter to confirm eligibility and, if need be, update their address. If a registrant returns the postcard with updated address information, the clerk scans the returned notice into TotalVote which automatically attaches the returned notice to the voter’s registration. The clerk then updates the voter’s registration with any details provided in the returned notice. Information submitted by a third party does not constitute a “removal at the request of the registrant.”

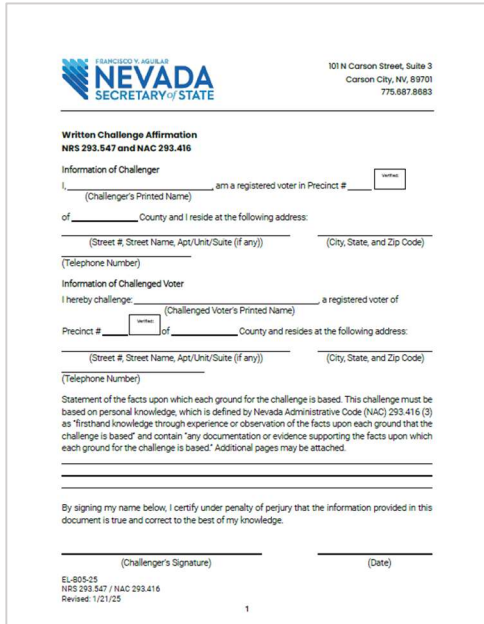
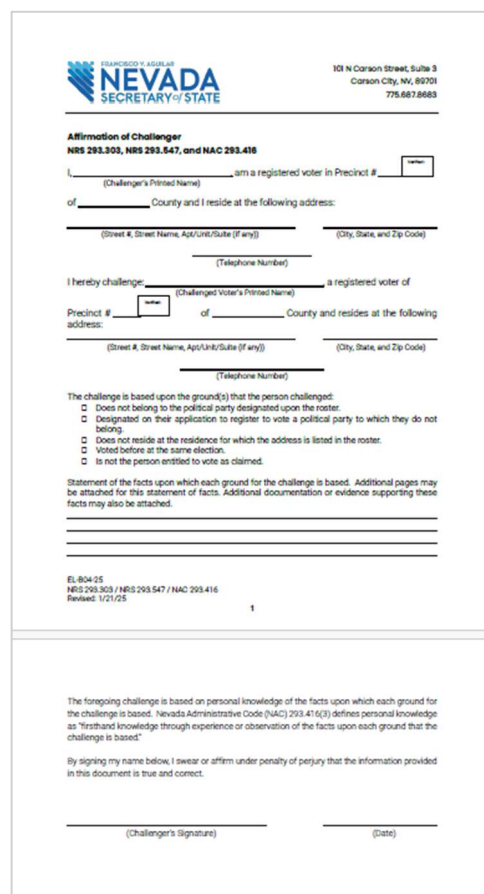
Voter Challenges

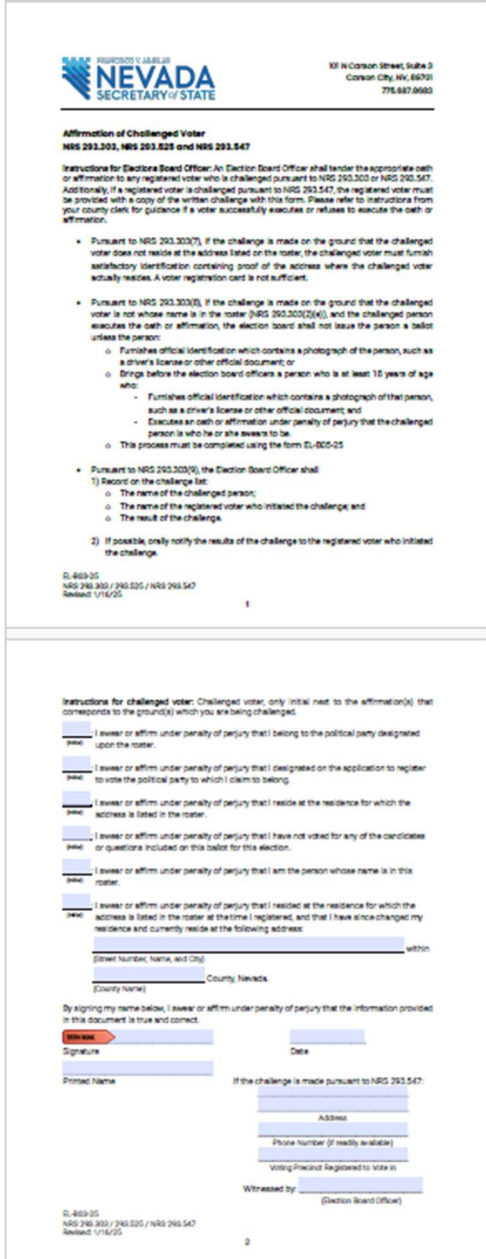
Nevada law allows a registered voter to challenge other registered voters on questions of party affiliation, residence, identity, and ballot status.

The Clerk must record the name of every challenged person, the name of the registered voter who initiated the challenge, and the result of the challenge on a consolidated list and provide it to the Secretary of State within 30 days of the election.

Written Challenges	Oral Challenges
May be filed after the 30th day but not later than the 25th day before any election.	Made in person in a polling place during an election.

²⁷ [NAC 293.412](#), [NAC 293.414](#), and [NRS 293.530 to NRS 293.543](#)

Written Challenges	Oral Challenges
May challenge a voter on any of these grounds:	
► Citizenship Not a US Citizen. ► Identity Not the person entitled to vote. ► Ballot Status Has already voted in the same election. ► Party Does not belong to/has not designed party. ► Residence Has moved to another county/state/country or does not live at residence listed in TotalVote.	
The challenger must be a registered voter from the same precinct as the challenged voter , and the basis of the challenge and statement of facts must be personal knowledge .	
Submitted on Secretary of State form EL-B05-25, Written Challenge Affirmation 	Submitted on Secretary of State form EL-B04-25, Affirmation of Challenger. 
The Clerk verifies the name, precinct, and address of the Challenger. If the name, precinct, or address of the Challenger is incorrect, the clerk may	Poll worker offers the challenged voter a form EL-B03-25, Affirmation of Challenged Voter.

Written Challenges	Oral Challenges
contact the Challenger to re-submit ("cure") the challenge with corrected information. Any attempt to cure a challenge must be conducted prior to the end of the 25th day before any election. If the Challenger does not provide the corrected information the Challenge process ends ☒. If the Challenger is not registered in the same precinct as the challenged voter, the Challenge process ends ☒. If the Challenger is verified, the Clerk initials the box on Form EL-B05-25 indicating the information is Verified. The clerk then verifies the name, precinct, and address of the Challenged voter. If the Challenged voter is verified, the Clerk initials the box on Form EL-B05-25 indicating that Challenged voter details are Verified. If both Challenger and Challenged voters are verified, the Clerk: ▶ Uploads the Challenge document to the voter profile in TotalVote. ▶ Notifies the District Attorney. ▶ Uses TotalVote to generate and send the Challenged voter a state-approved Notice of Challenge, which becomes part of the voter profile correspondence record. The notice must be mailed within 5 days of the Challenge being filed.	 The image shows two pages of Form EL-B05-25. Page 1 is titled 'Affirmation of Challenged Voter' and includes instructions for the Election Board Officer and the Challenged Voter. Page 2 is titled 'Instructions for challenged voter' and contains a series of statements for the voter to affirm or deny under penalty of perjury, followed by a signature line and a date line.
If the Challenged voter has moved out of the precinct or been previously inactivated or cancelled, the Challenge process ends. ☒	

Written Challenges	Oral Challenges
If the Challenged voter does not respond to the Notice or vote in person with proof of identity and/or residence, the voter's registration status is updated in TotalVote as follows: ▶ CANCELLED if the voter's initial registration was valid but they moved to another jurisdiction. ▶ VOID if the voter has never provided ID or proof of residence.	If the Challenged voter refuses to sign the Affirmation in Form EL-B03-25, or cannot provide adequate proof of identity or residence, the voter can be offered a ballot with offices that are not precinct-specific (e.g., only county-wide, state-wide and federal offices).
If the Challenged voter signs ("executes") Form EL-B03-25 - Affirmation of Challenged Voter and if required, provides official identification and/or proof of residence, the Challenged voter is issued a full partisan ballot for the party listed on the voter's TotalVote profile.	If the challenged voter signs ("executes") Form EL-B03-25 - Affirmation of Challenged Voter and if required, provides official identification and/or proof of residence, the Challenged voter is issued a full partisan ballot for the party listed on the voter's TotalVote profile.
Governed by NRS 293.287, 293.303	Governed by NRS 293.303.
The election board officer may verbally notify the Challenger of the outcome of the challenge and must also notify the Challenger by mail within 21 days of the election.²⁹	

Challenge Limitations and Requirements

- ▶ A challenge must be signed and verified by the voter submitting it.
- ▶ A challenge can only contain the name of one person whose right to vote is being challenged. The clerk/registrar cannot accept any challenge that contains more than one name.
- ▶ A challenger may submit multiple written challenges, each on a separate form; each challenge will be evaluated separately.
- ▶ The challenger does not have to personally submit each form. A third party may gather multiple written challenges, complete form EL-B05-25 and submit them to the appropriate county clerk in a single submission.
- ▶ If a form is submitted late or without required information, the clerk is not required to contact the challenger to correct the form or to request additional information.³⁰
- ▶ A challenge can be accepted without the voter's phone number.

²⁹ [NRS 293.3035](#)

³⁰ [NRS 293.547](#) or [NAC 293.416](#)

- ▶ The challenger must be a registered voter from the same precinct as the challenged voter.

Personal Knowledge Requirement

Any voter challenge must be made based on personal knowledge. This means that the person who files the challenge must have personally observed or experienced the facts claimed in the challenge.

The following are NOT considered personal knowledge:

- ▶ Information obtained from another person or organization (e.g., information that is not firsthand knowledge).
- ▶ Information obtained from someone purporting to be a family member, roommate, or other person living at the voter's address.
- ▶ Information obtained solely from a database or data matching program.
- ▶ Information obtained from a newspaper or other media source.

NOTE: All challenges must be recorded on the challenge list and include the name of the challenged person, the name of the registered voter who made the challenge, and the result of the challenge³¹.

Language Access

[American Sign Language](#) ♦ [Español | Spanish](#) ♦ [Filipino | Tagalog](#) ♦ [ภาษาไทย | Thai](#)
[Tiếng Việt | Vietnamese](#) ♦ [中国简化 | Chinese](#) ♦ [한국어 | Korean](#)

Purpose

The Nevada Secretary of States Office provides accessibility to elections related information in languages providing comprehension literature, videos and other relevant communications that respond to a range of literacy levels posed within Nevada's statewide population ensuring compliance with the Voting Rights Act of 1965, the Americans with Disabilities Act, The Voting Accessibility for the Elderly and Handicapped Act (1984), The Uniformed and Overseas Citizens Absentee Voting Act (1986) and the Civil Rights Act of 1870, amended in 1957, 1960 and 1964.

³¹ [NRS 293.303\(9\)](#)

It is a top priority of the Secretary of State to ensure that every eligible individual is afforded the opportunity to cast their ballot. It is essential for voters to not only be provided valid information to effectively make informed decisions, but further, to ensure that individuals with Limited English proficiency (LEP) amongst certain language minority groups be granted language assistance as they participate in the electoral process.

Nevada law currently mandates that the following languages be available in the specific county populations:

- ▶ Clark County – Spanish / Filipino
- ▶ Nye County – Shoshone
- ▶ Individuals experiencing hearing limitations may view Election [videos](#) in American Sign Language (ASL).

Literacy vs. Orality in Ballot Decisions

Orality in elections refers to the use of spoken language as a key mechanism of information sharing. A common utilization is “word-of-mouth” conveyance, which can transfer insights between individuals based on perception, experience or opinion.

Literacy is defined, in the ballot decision space, as gaining knowledge or competence of the information presented through personal contemplation and possible investigation.

Individuals who participate in the Elections proceedings culminate the process by casting their selection based on candidate and ballot question information derived from a variety of sources. Some individuals actively research items on the ballot, taking part in town halls, debates, engaging with candidates, literature and obtaining answers to their specific questions prior to casting their ballot.

Yet another subset of the eligible voter population, is strongly impacted by information received from a potential voters’ social circles, family, friends, enthusiasts or election deniers and is heavily impacted by orality. In these situations, the opportunity for mis- or dis-information holds an increased likelihood and may impact voter decision and /or participation.

Other key sources of information consumption include delivery via news media and information shared through public facing mediums which may be expressed via both partisan and non-partisan sources. Clearly, independent research may or may not be at the helm of all voters’ decision-making processes. Of course, whether an active voter or eligible non-voter, the need to avail accurate information is essential, and the comprehension of such information is the crux of effective democracy.

Service & Content Offerings

The [Language Access](#) page on the Nevada Secretary of State houses a variety of detailed information on voter participation and insights to help constituents understand the electoral landscape. Additionally, we provide access to interpretation services, guidance on voting procedures, and support for overcoming barriers to voting.

Language Specific Pages

These pages follow a similar format as the English language pages, specifically for 2024 Election Information.

Information is available in the following languages:

[Spanish](#) [Tagalog / Filipino](#) [Vietnamese](#) [Chinese – Simplified](#) [Thai](#) Korean (Coming Soon)



Interpretive Language Services



Established in April 2024, the agency began supporting telephonic interpreters' services specific to Elections content.

Self-Directed Services

The service avails constituents the ability to communicate with Nevada Elections Subject Matter Experts via telephonic interpreter in over 200 languages. The service, available Monday – Friday from 8:00am to 5:00pm, is an opportunity to get specific questions answered in the languages that best serve the individual PRIOR to the actual election day activities from the comfort of their own home and own telephonic device.

This service is FREE to constituents as they dial a local phone number to connect to the interpreter bank.

On-Site Services

For those needing interpretation services at the polling locations, they are able to download “I Speak” print and cut card and present to their polling official to access the same or similar services provided at the county level. “I Speak” cards, are available on each of the respective language pages, with an English branded fill-in available for other language inclusion.



Video ASL Interpretation

For those requiring interpretive assistance via American Sign Language, video interpretation services can also be accessed via the Language Line mechanisms.

Outreach Events

Establishing a physical presence at community events, the team presents one-to-one engagement with constituents, availing questions on participation, literature (multi-departmental), promotional items. Staff attempt to incorporate inquiry on primary vs general participation and knowledge sources for both candidates and ballot issues.

Information presented on tables may be generic to Elections, or specific to the intended special populations. Use of displays with QR codes for appointment setting (other divisions), Voter Registration, Ballot Trax or Language Access pages is prominently displayed, encouraging the availability of multi-lingual in person and telephonic services.

Monitoring & Evaluation of Services

Measurement and full accountability of the efforts of this program include the use of spreadsheet tallies, surveys, timeline and production tracking as baselines. It is critical to ensure that the services offered through the Language Access Initiative involve analysis of a variety of mechanisms.

Language Specific Consumer Interactions

The provision of a monthly summary including the following indicators will serve as the baseline for the initial year operations.

Telephonic Interpretation & Interactions

Telephonic interactions with in-house staff offering direct interpretation can be logged via tally sheet or electronic form for tracking interactions. Language specificity should be denoted.

- ▶ Center Contacted / Area Code Jurisdiction Indicator
- ▶ Language Preference
- ▶ Date, Time & Duration of Call
- ▶ Staff Accessed
- ▶ Interpreter Accessed

Website Interactions

Coordination with SOS IT Team to include use of Google Analytics or other validated tracker to track user accessibility.

- ▶ Counts of clicks or document downloads by Language
- ▶ Specific Page Accessibility by Language.

Video Access

For departments making use of video content on websites or third-party sites, tracking views, likes and subscriptions per video will offer insight.

Community Concerns

Tally of information requests from pertinent advocacy bodies for documentation or other language specific information requests.

- ▶ Email Concerns sent to nvelect@sos.nv.gov
- ▶ Telephonic Concerns contacting (775) 684-5705
- ▶ Qualitative Comments/Suggestions/Grievance Form

Social Media

Usage of existing platform tools or interim manual count to establish baselines.

- ▶ Quantitative Insights – Post Analytics for Number of: Views, Likes, Comments, Follows, Shares or Subscriptions for posts about Specific Content.
- ▶ Qualitative Insight – Review and analysis of specific comments parsed between types, (general, specific topic, complaint, mis – dis information, other).

Outreach Engagement

Community event engagement with distribution of materials, question answering opportunity and distribution of materials/promotional items.

- ▶ Event Type & Targeted Audience
- ▶ Sponsor / Promoter
- ▶ Location and Geographic Region of Events / Span of Influence

Specific Interest Populations

Populations which have been pre-designated for purposes of Elections inclusion, identify challenges faced in the election's participation process, operative work arounds and participatory inclusion.

- ▶ Tribal Nations
- ▶ Veteran and Active Military (UOCAVA)
- ▶ Individuals with Disabilities

Stakeholders & Gatekeepers Engagement

Communications, Meetings or Participation in Community and Faith Based relationships to potentially build collaboration and awareness opportunities.

- ▶ Date, Contact, and Entity
- ▶ Span of Audience Influence (Entities Target Population)
- ▶ Discussion Point & Potential Engagement Opportunities

Internal Operational Indicators

Identifying systematic and systemic processes that have either promoted or hindered operation flow are also of importance. In most instances these are internal and can be classified as promising practices or lessons learned or procedural challenges. Establishing qualitative review on the following may be beneficial to the program as well.

Language Acculturation: Ensuring that translation takes into consideration cultural nuances. Example: English to Spanish, but the variations of word use in a dialect traditionally used in Mexico, versus the same word as presented in a South American country found to be offensive.

Contracted Translator vs. Artificial Intelligence. Consistency of use across languages, and contractual requisites regarding technological inclusion. Are comments or questions being presented that may reflect challenges with either method.

Concise Text: Is the information being presented in a 5th-8th grade literacy level. Is the level of translation in one language appropriate for other languages as well, or might it be considered offensive. Is the text being parsed into smaller portions to gain better

understanding by the reading audience? Are visual indicators, infographics and culturally relevant imagery being included in the presentations.

Visual Appeal: Is the content aesthetically pleasing and inviting reflective of the geographic regions within the state or exemplifying traditional canned appeal. Is the mechanism of delivery appropriate for the target audience.

Other Pulse Points for Consideration

- ▶ Consistency of Reporting and Tracking of Outcomes
- ▶ Timely Translation and Circulation of Content
- ▶ Flourishing Engagement with Finance/Accounting on Contracts and Issues Solved Promptly
- ▶ Quality Documentation for Presentation in Legislative or Conference Settings

Surveys

Surveys are a valuable tool for capturing the pulse of the community regarding their individualized knowledge of the elections process. By conducting surveys, organizations and governments can gather data on voters' understanding of key election topics, such as voter registration requirements, polling locations, and candidate platforms. Surveys will also provide insights into voters' attitudes and perceptions towards the electoral process, helping to identify areas for improvement and tailor outreach efforts.

Additionally, surveys can help gauge voter turnout intentions and inform targeted voter education campaigns, ultimately leading to a more informed and engaged electorate.

Grievance / Suggestions

Efforts to create a viable Language Access program require insights from the constituents themselves. Whether content, delivery or notification, establishing a warm and inviting mechanism for candid commentary will help the agency to better serve the public. Each department, within the SOS agency, avails relevant contact information to submit concerns identified. The SOS site currently avails a grievance / suggestion complaint form specific to Language Access in the Elections division content.

Elections

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Election Basics

Types of Elections

Nevada holds primary and general elections for all federal, state, and local offices as well as a presidential preference primary election for major political parties, if more than one candidate of the same party files for the office of United States President. If only one candidate of a major political party files for candidacy, no presidential primary will be held for that party.

Separately, the Democratic and Republican parties hold their own caucuses to help determine presidential nominees. The Secretary of State's Office does not oversee or play a role in major party caucuses.

Presidential Preference Primary

The Presidential Preference Primary election is held for major party qualified candidates running for the Office of the United States President and takes place on the first Tuesday in February of each presidential election year. Nevada's first Presidential Preference Primary election was held in 2024.

The Secretary of State compiles the abstract of returns from each county, certifying the total number of votes received for each qualified candidate of the major party and forwarding to the party's central or national committee for consideration.

The State of Nevada is not required to have a Presidential Preference Primary if only one qualified candidate or no qualified candidates of a major political party file a declaration of candidacy.

- ▶ **If more than one** major political party candidate who qualifies for the partisan office of the United States Presidency files a declaration of candidacy, a Presidential Preference Primary must be held.
- ▶ **If only one** qualified candidate of the major political party files a declaration of candidacy, the Secretary of State's office must certify the name of the qualified candidate and notify the state central committee and the national committee of the major political party¹.

Each major political party must provide the names of the party's respective candidates for President and Vice President of the United States to the Secretary of State by not later than 5 p.m. on the first business day of September of the year of a presidential election.

¹ NRS 298.650

A minor political party that wishes to place its candidates for partisan office of the United States Presidency on the ballot for a general election must file a certificate of nomination with the Secretary of State's office no later than the last Tuesday in August prior to the election.²

An independent candidate is a person who is registered "with no political affiliation"³ and may qualify to appear on the general election ballot by completing the petition process by submitting a Declaration of Candidacy and paying the appropriate filing fee. A person may not file as an independent candidate if he/she is proposing to run as a candidate of a political party or is registered to vote as a member of a political party.

Primary Election

Primary elections are held to nominate candidates to run in the general election and are either:

- ▶ Partisan offices where a political party is required to be listed on the primary ballot and for holding office; or
- ▶ Nonpartisan offices where a political party is not listed on the ballot where the office being elected does not require a political party as part of the job.

The type of primary also determines which voters can cast ballots.

General Elections

The general election is open to all voters. Winners in the general election are elected to their office. Minor party candidates nominated by their party and qualified independent candidates appear on the general election ballot.

Ballot initiatives, referendums, and constitutional amendments that have qualified for the ballot are also voted on during the general election. Certain judicial positions are required by law to be elected at the general election, so it is not uncommon for these races to have only one candidate.

Nevada allows voters to select "None of These Candidates" for all statewide offices; Governor, Lieutenant Governor, Attorney General, Secretary of State, Treasurer, Controller, President / Vice- President of the United States, and U.S. Senate contests. "None of These Candidates" cannot win the election. If "None of These Candidates" receives the most votes, the candidate with the highest number of votes is elected.

² [NRS 293.1275](#)

³ [NRS 293.063](#)

Special Elections

Special elections may be held when a recall or vacancy occurs in an elected office. The authority to call a special election is determined by either the Governor, county commission, or city council and dependent on the position, timing, and cost. Rather than hold an election, the deciding authority may appoint a person to fill the vacated position pursuant to.

If being filled by appointment, the person appointed must be from the same political party as the former office holder if the position is partisan. Whether elected by special election or appointed, the person's term of office ends at the next regularly scheduled election.

Recall Elections

The Nevada Constitution allows for the recall of any elected official. The Nevada Constitution does not specify what can trigger a recall. A recall petition can be initiated for any reason. To initiate a recall, a person or group must file their Notice of Intent with the Secretary of State for statewide or state legislative recalls or with the County Clerk/Registrar of Voters for county or city offices.

For more information about initiating a recall, see [Election Forms, Guides and Calendars](#) on the Nevada Secretary of States website.

Offices

Partisan Offices

Currently, Nevada uses a closed partisan primary for primary elections for federal, state, and county partisan offices such as Congress, Governor, Lieutenant Governor, Attorney General, Secretary of State, Treasurer, Controller, State Legislators, County Commissioners, County Clerk, County Assessor, District Attorney. Not all political parties hold a primary election. Under state law, a political party must have at least 10 percent of registered voters identify as members of that party to be able to hold a nominating primary.

Qualifying parties are called **major political parties**. Currently, only the Democratic and Republican parties qualify as major political parties in Nevada. Political parties with less than 10% of registered voters are called **minor political parties**. Minor political parties may nominate a candidate to appear in a general election ballot; however, they must meet certain requirements.

The state pays for the partisan primary election for major political parties. Minor political parties pay for their nominating requirements. To vote in a partisan primary election, a voter must be registered to vote as a member of the major political party whose primary

they wish to vote in. Nevada's Same Day Registration provides an avenue for individuals to specify or change party on the day of the Primary.

The candidate who gets the most votes of party members voting in the primary advances to the general election.

If only one major political party has candidates for a partisan closed primary and no minor party or independent candidate has filed to run in the general election, the major political party candidate who won their primary will appear on the general election ballot unopposed— meaning they were essentially elected in the primary.

Nonpartisan Offices

All voters may vote in the primary elections for nonpartisan officers, judges, mayors, city council, school boards, and special districts. All candidates for nonpartisan offices must file a certificate of candidacy to be placed on the primary election ballot.

The two candidates with the highest number of votes in the primary will advance to the general election unless one of the candidates receives more than 50% of the vote. If that happens, that candidate is considered elected and there is no general election for that office. There is an exception to this rule for certain judicial and nonpartisan races. Cities in Nevada might have a Charter that specifies other rules.

The partisan and nonpartisan primaries are held on the same day. Voters participating in a partisan primary will also be given the nonpartisan primary ballot. Voters eligible to vote only in the nonpartisan primary (those registered to vote as nonpartisan or in a minor political party) will only be given the nonpartisan primary ballot.

The way primary elections are structured is up to each state. Nevada is one of 15 states that conduct closed primaries. Voters who have moved to Nevada from states with open primaries may be unaware of Nevada's primary election structure and may be surprised that their primary election ballot has candidate names for only their registered party and eligible nonpartisan contests. Voters registered as nonpartisan or with no party affiliation will only have nonpartisan contests on their primary ballot.

Precincts

The smallest voting area in a political subdivision is called a precinct. Election precincts are linked to the number of registered voters in a specific geography. A precinct can have no more than 5,000. If precinct populations exceed that number, the clerk/registrar is responsible for creating new precincts within their jurisdiction. Precinct boundaries are submitted to the Secretary of States Office and the Legislative Counsel Bureau⁴.

⁴ [NRS 293.207](#)

Precinct Creation and Modification

The clerk/registrar must establish precincts, define boundaries, abolish, alter, or consolidate precincts on or before the **third Wednesday in March** of every **even-numbered year**.⁵ Except in certain circumstances, Nevada law prohibits altering election precincts during the period between the third Wednesday in March of any year whose last digit is 6 and the time when the Legislature has been redistricted in a year whose last digit is 1.

Exceptions to the prohibition include:

- ▶ If ordered by a court of competent jurisdiction.
- ▶ If required to meet objections to a precinct by the Attorney General of the United States pursuant to the Voting Rights Act of 1965.
- ▶ If required by the incorporation of a new city.
- ▶ If required by the creation of or change in the boundaries of a special district (general improvement district or any other quasi-municipal corporation organized under the local improvement and service district laws).
- ▶ If a city annexes an unincorporated area located in the same county as the city and adjacent to the corporate boundary, the annexed area may be included in an election precinct immediately adjacent to it.

A new election precinct may be established at any time if it lies entirely within the boundaries of any existing precinct.

A political subdivision must not create, divide, change the boundaries of, abolish or consolidate an election district after the first day of filing by candidates for nonjudicial office during any year in which a general election or general city election is held for that election district. This does not prohibit a political subdivision from annexing territory in a year in which a general election or general city election is held for that election district.

A new precinct may be established by submitting a petition of 10 or more registered voters, permanently residing in the area sought to be constituted a precinct, stating that they reside more than 10 miles from any polling place in the county. If it appears to the satisfaction of the County Clerk/Registrar of Voters that not less than 50 registered voters reside in the area, the precinct may be established without regard to the distance the registered voters reside from another polling place or precinct.

Precinct Boundary Requirements

Precinct boundaries must follow visible ground features (street, river, railroad, etc.) or coincide with the official boundary of a State, county, or city. The boundaries of each

⁵ [NRS 293.206](#)

precinct must be submitted to the Secretary of State and Director of the Legislative Counsel Bureau no later than the last day in March of an election year.

Boundary Compliance

If the Secretary of State determines that the boundaries of an election precinct do not comply with law,⁶ the Secretary of State must provide the County Clerk/Registrar of Voters with a written statement of noncompliance setting forth the reasons the precinct is not in compliance. Within 15 days after receiving the notice of noncompliance, the County Clerk/Registrar of Voters must make adjustments to the boundaries of the precinct to bring it into compliance and must submit a corrected copy or electronic file of the precinct map to the Secretary of State and the Director of the Legislative Counsel Bureau.

If the initial or corrected election precinct map is not filed as required or the County Clerk/Registrar of Voters fails to make the necessary changes to the boundaries, the Secretary of State may establish appropriate precinct boundaries.⁷ If the Secretary of State revises the map, the Secretary of State must submit a copy or electronic file of the revised map to the Director of the Legislative Counsel Bureau and the appropriate County Clerk/Registrar of Voters.

Notice Requirements

If there is a proposal to combine two contiguous election precincts into a single voting district to conduct a particular election for public convenience, necessity, and economy, notice must be provided **14 days before consolidation**. The notice must be posted like that of a regular county commissioner meeting, as well as mailed to each Assembly member, State Senator, county commissioner and, if applicable, member of the governing body of a city who represents residents of a precinct affected by the consolidation. The clerk must consider any written objections filed before consolidation.⁸

If a change in the boundaries of an election precinct occurs during a prohibited timeframe, the County Clerk/Registrar of Voters must send the Secretary of State and the Director of the Legislative Counsel Bureau a copy or electronic file of a map within 15 days after the change and maintain a description of the changes.⁹

Districts

Election districts determine who votes for which officials, and what geographies those officials represent. Nevada has four election districts:

⁶ NRS 293.205

⁷ NRS 293.206

⁸ NRS 293.207

⁹ NRS 293.206

- ▶ U.S. House of Representatives
- ▶ Nevada State Senate
- ▶ Nevada State Assembly
- ▶ Board of Regents of the University of Nevada

Reapportionment and Redistricting

The purpose of reapportionment and redistricting is to ensure equal representation for voters as district populations shift over time. Every ten years, following the United States Census, the Nevada Legislature is charged with reapportioning and redistricting the state's districts.

Redistricting was last completed in November 2021, using data from the 2020 Census which revised the boundaries of Nevada's four Congressional Districts, 21 Senate districts, and 42 Assembly Districts. Additionally, the boundaries of the University of Nevada, Board of Regents 13 districts were revised at that time. Plans and maps can be found on Nevada Legislature's [Redistricting Status website](#). Current precinct maps can be found on the Secretary of State's website under [Elections > County Precinct Maps](#).

Upcoming Redistricting Changes

In 2023, the Nevada Legislature revised the term length of the Nevada Board of Regents members from 6 years to 4 years and reduced the number of Board of Regent members from 13 to 9.¹⁰

Beginning January 1, 2028, the reduction in membership and revision of term length for the University of Nevada, Board of Regents will consist of the following:

- ▶ At the general election in 2028, and every 4 years thereafter, one member of the Board of Regents must be elected from districts 1, 4, 6, and 9.
- ▶ At the general election in 2030, and every 4 years thereafter one member of the Board of Regents must be elected from districts 2, 3, 5 and 8.

Each member of the Board of Regents must be a resident of the district from which the member is elected.

Notice Requirements

County Publication of Notice for Primary or General Election

Clerks/Registrars must publish a notice of general election in a newspaper of general circulation in the county¹¹ once a week for two successive weeks, or if no newspaper is

¹⁰ [NRS 396.040](#)

¹¹ [NRS 293.203](#)

published in the county, then the publication may be made in a newspaper of general circulation published in the nearest Nevada county. The notice must include:

- ▶ The date of the election.
- ▶ The location of the polling places.
- ▶ The hours during which the polling places will be open for voting.

If polling place locations have changed since the last election, the County Clerk/Registrar of Voters must mail a notice of the change to each registered voter in the county not sooner than 10 days before distributing sample ballots.

City Publication of Notice for Primary or General Election

The City Clerk must, not later than February 15 of the year in which a primary or general election is held, publish a notice that designates the offices for which candidates are to be nominated or elected once in a newspaper of general circulation in the city that is published in his or her county¹².

City Publication of Notice of Contents for Primary or General Election

Not later than 30 days before the primary or general election, the City Clerk shall publish a notice of general circulation in the county, containing¹³:

- ▶ The date of the election.
- ▶ The location of the polling place.
- ▶ The hours during which the polling places will be open for voting.

¹² [NAC 293C.060](#)

¹³ [NRS 293C.187](#)

Voting in Nevada

Nevada is diverse with significant demographic and geological differences from county to county. Offering vote-by-mail and in-person voting options helps ensure accessibility for all eligible voters.

Voting by Mail

Nevada is one of eight states and the District of Columbia that permit elections to be conducted entirely by mail.¹⁴ State law mandates that counties send a mail ballot to all active status voters for all elections unless the voter opts out.

A Ballot is “the record of a voter’s preference of candidate and questions voted upon at an election.” Ballots can be paper or electronic.

Counties are **not** required to send a ballot to voters who first register or update their voter registration information within 14 days of an election.

Voters can return their mail ballots via U.S. mail or by delivering it to an authorized drop box or polling location. Mail ballots must be delivered in person prior to the close of polls on Election Day or postmarked by USPS on or before Election Day.

Returning a Voted Ballot Via US Postal Service

Voters must use the pre-addressed, postage-paid envelope to mail a voted ballot or the ballot cannot be tabulated (counted). The postmarked ballot must be received by the county elections office no later than 5 p.m. on the 4th day following the election¹⁵.

Ballots received by mail before 5 p.m. on the 3rd day following the election that are not postmarked are deemed to have been postmarked on or before the day of the election.¹⁶

Tips for Voting by Mail

- ▶ **Keep ballot and return envelope together**, especially in households with multiple voters.
- ▶ **Mark** the ballot clearly in blue or black ink only.
- ▶ **Do not** sign or initial the actual ballot.
- ▶ **Do not** combine ballots in the same envelope. If more than one ballot is returned in a single envelope, neither ballot can be counted.
- ▶ **Sign** where indicated on the return envelope.
- ▶ **Drop off or mail** the voted ballot **well before election deadlines**.
- ▶ If requested, **provide identification**. This might include providing information to verify identity, residence, or both. Local election officials will provide notice if additional

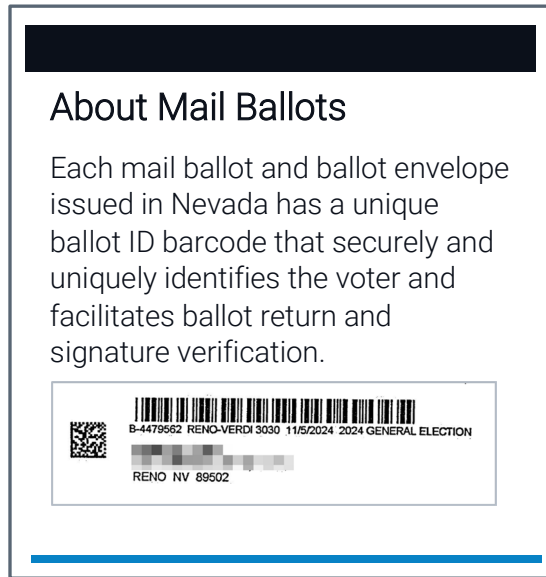
¹⁴ National Conference of State Legislators, [Table 18: States with all mail elections](#). Accessed 6 May 2025.

¹⁵ [NRS 293.269921\(1\)](#)

¹⁶ [NRS 293.269921\(2\)](#)

Returning a Voted Ballot Via Drop Box

Voted ballots may be delivered in-person to the respective County Clerk/Registrar of Voters or to a ballot drop box in the county. The ballot must be inside the envelope provided and the voter must sign the outside of the envelope where indicated.



The deadline to drop off a mail ballot is **not later than 7 p.m. on Election Day**.

The voter or anyone authorized by the voter can drop off a voted ballot.¹⁷

Specifying Mail Ballot Preference

Voters can opt-in or out of receiving a ballot by mail by submitting a completed and signed [Mail Ballot Preference Form](#) at least 60 days before the next election. The form, which is available in English, Spanish, and Filipino (Clark County), can be submitted to the Secretary of State or to the local county or city election official.

The Mail Ballot Preference form can also be used to request delivery of mail ballots after opting out.

Voter Education on Voting Paper Ballots

A voter education program must be provided in counties or cities using paper ballots. The education program must include information concerning the effect of over-voting and the procedures for correcting a vote on a ballot before it is cast and counted and for obtaining a replacement ballot.¹⁸

Registration Changes that Impact Ballots

If a registered voter submits a new application that changes the **legal name** on their registration after their mail ballot has been sent,¹⁹ they can still vote the ballot they received, and it can be counted as legally cast under the previous legal name.

If a registered voter updates his or her **political party affiliation** after their mail ballot is sent for a primary election,²⁰ they can vote the ballot for their previous political party

¹⁷ [NRS 293.269921](#)

¹⁸ [NRS 293.2693](#)

¹⁹ [NRS 293.269921](#), [NRS 293C.263](#)

²⁰ [NRS 293.269921](#)

affiliation, and it can be counted as legally cast under the previous political party affiliation.

If a voter updates their **mailing address** after mail ballots have been sent but not within 14 days of the election, the county or City Clerk must cancel the first mail ballot and, on or before the 13th day before the election, send the voter a second mail ballot to the updated mailing address.

If a voter updates their **residential address** within the same county that changes their voting precinct after mail ballots have been sent but not within 14 days of the election, the county or City Clerk must cancel the first mail ballot and, on or before the 13th day before the election, send the voter a second mail ballot.

Changes to a registration that impacts the ballot do not authorize a registrant to vote more than once in an election.

Voter Protections

It is illegal for a person to:

- ▶ Impede, obstruct, prevent or interfere with the return of a voter's mail ballot.
- ▶ Deny a voter the right to return the voter's mail ballot.
- ▶ Fail to mail or personally deliver a voter's mail ballot as directed and authorized by the voter.

A violation of law is punishable as a Category E Felony, and a person may be sentenced to imprisonment for a minimum term of 1 year and a maximum term of 4 years.²¹

Voting in Person

Registered voters can visit either a Nevada polling place or Vote Center within their county and cast a ballot, regardless of their home precinct. Residents of the county may also register for the first time or update an existing registration at any vote center in their county on the day they vote in person.

Surrendering a Mail Ballot to Vote in Person

A voter who has received a mail ballot but would like to vote in person may do so by surrendering the mail ballot at a polling place or by signing an affirmation that they have not already voted, and will not submit the mail ballot to vote twice. The voter is not required to bring their mail ballot. The poll worker must determine the status of any sent ballot by locating the voter on the Poll Pad and checking the voter's ballot status.

²¹ [NRS 293.6269921\(2\)](#); [NRS 193.130](#)

If the voter did not bring their ballot to surrender, the poll worker is required to advise the voter:

“State law requires an individual who applies to vote in person at a polling place to surrender a mail ballot sent to them or sign an affirmation that you have not voted during the election. Our records indicate a mail ballot was sent to you. Will you be surrendering the mail ballot sent to you or signing an affirmation that you have not voted in this election?”

If the voter brings their mail ballot, they must surrender it to the poll worker.²² The poll worker receiving the surrendered mail ballot and envelope must mark it CANCELLED on all ballot faces (front and back of all pages) using the standard stamp provided by the state. The cancelled ballot and envelope are then deposited into the box/bag/bin designated for that purpose. If practicable, the mail ballot should be stamped “cancelled” within view of the voter.

- ▶ If the ballot has not been removed from the envelope, the **voter** must open and remove it.
- ▶ If the mail ballot has been shredded or otherwise damaged, the shreds should still be deposited into the box/bag/bin designated for that purpose.
- ▶ Cancelled mail ballots must be retained for 22 months in accordance with federal and state laws.

If the Poll Pad shows that the voter was mailed a ballot, the voter must either surrender their ballot or sign an affirmation that they have not already voted.

If a voter profile indicates the voter was not sent a mail ballot, the voter is not required to sign an affirmation before voting.

Voting Provisionally

Provisional ballots are issued to voters when some aspect of the voter’s record or ballot must be verified before their vote can be counted. Provisional ballots include all offices, candidates, and ballot measures that regular ballots for the precinct contain.²³ Anyone who completes the written affirmation must be provided with a provisional ballot.²⁴

In some instances, the voter is required to provide specific information to the clerk not later than 5 pm on the Friday following election day. If the deadline to submit the required identification falls on a legal holiday, it is extended to 5 p.m. on the following business day.²⁵

²² [NRS 293.269917](#)

²³ [NRS 293.3079](#)

²⁴ [NRS 293.3082](#)

²⁵ [NRS 293.3081](#) or [NRS 293.3083](#)

A provisional ballot must be counted if the voter meets **all** of the following criteria:

- ▶ The voter was properly registered in the county where the provisional ballot was cast; and
- ▶ Met citizenship, age, and residence requirements (continuously resided in the county for at least 30 days and continuously resided in the precinct for at least 10 days); and
- ▶ Signed the required affirmation; and
- ▶ Did not cast any other ballot, including a mail ballot; and
- ▶ Provided proof of residency and identity by 5 p.m. on the Friday following Election Day if they do not show proof of residency and identity at the time they registered; and
- ▶ Cast the provisional ballot at a polling place that was authorized to accept a ballot for the congressional district where the voter resides.

Provisional Ballot Reporting Requirements

The total number of provisional votes counted must be submitted to the Secretary of State, not earlier than 5 p.m. on the Friday immediately following Election Day, on the form prescribed by the Secretary of State. If the Friday immediately following Election Day is a legal holiday, the form containing the total number of provisional votes must be submitted not earlier than 5 p.m. on the following business day.

Voting Electronically

Nevada's Effective Absentee System for Elections, or EASE, is an online application that integrates voter registration and electronic ballot delivery and marking. EASE retrieves the electronic image of the voter's signature on file with their clerk/registrar or from the Nevada Department of Motor Vehicles for use when registering to vote or requesting or returning a ballot. This negates the requirement to print and sign the ballot.

After marking their ballot using EASE, the system will apply the voter's electronic signature and generates a cover sheet with the necessary declarations, affirmations, and information to allow counties to process and count the ballot. An EASE voter can save ballot materials as a PDF file and email it to their County Clerk/Registrar of Voters office. EASE ballots can also be printed and returned by mail or fax.

Criteria for Authorized Use of EASE

EASE is authorized for use for a variety of voter circumstances:

- ▶ Active-duty members of the United States Armed Forces, their spouses and dependents²⁶

²⁶ [NRS 293D.090](#)

- ▶ Nevada voters who are outside of the country²⁷
- ▶ Nevada residents with a disability²⁸
- ▶ Tribal voters who live on a colony or reservation in Nevada²⁹

Voters self-identify as qualifying for EASE use and must sign a declaration confirming that they understand that a material misstatement of fact in completing the document may be grounds for a conviction of perjury under the laws of the United States or the State of Nevada.³⁰

Availability of EASE

The system is available for all state, county, and municipal elections within 45 days of Election Day and can be accessed at NVEASE.gov. The website will show “System Unavailable” outside the election timeframe.

Inadvertent Electronic Ballot Submission

If a registered voter who is authorized to cast a ballot by approved electronic transmission inadvertently submits more than one ballot, only the first ballot received by the local elections official may be counted.

Voting while Incarcerated

Nevada residents who have been convicted of a felony and are currently serving a term of imprisonment cannot register to vote or otherwise participate in the voting process while incarcerated. Registered voters who have been convicted of a felony and are currently incarcerated appear on the HAVA Services Department of Corrections report notifying the county so their voter registration can be cancelled.

NOTE: individuals who are incarcerated pending charges or convicted of gross misdemeanor or misdemeanor crimes, or those pending sentencing for a felony conviction are eligible to vote.³¹

Nevada requires jail administrators to establish policies and procedures ensuring detained qualified electors in each facility can register and eligible registered voters can vote in primary and general elections. County election officials can support and collaborate with jail administrators.

²⁷ [NRS 293D.210](#)

²⁸ [NAC 293.206](#) and [NRS 293.269951](#)

²⁹ [NAC 293.207](#) and [NRS 293.269951](#)

³⁰ [NRS 293D.200](#), [NRS 293D.420](#), [NAC 293D.208](#), and [NRS 293.269951](#)

³¹ [NRS 293.540\(1\)\(a\)](#)

Residency

Inmates in any public institution do not lose residency due to their absence from their place of residence.³² For example, an eligible Churchill County voter arrested and detained in a Humboldt County detention center would still be allowed to vote in Churchill County.

Identification

An inmate booking sheet is an acceptable form of documentation as proof of an established residence for an incarcerated voter.³³

Booking sheets cannot be used to establish proof of identity or for same-day registration. Incarcerated voters must provide either a NV driver's license, Nevada ID card, or³⁴ other acceptable form of identification for establishing identity in order to register and vote on the same day.³⁵

Procedures

In-person Voting for New Registrants

Each jail must establish a process that facilitates same-day registration.³⁶

A family member of someone detained may provide the necessary voter registration documentation³⁷ and provide information to register to vote on the day of election.

Mail-Ballot Voting for Existing Registrants

Eligible incarcerated voters who are already registered to vote in Nevada may cast a mail ballot in any election in which they are eligible to vote by:

- ▶ Updating their voter registration with the mailing address of the county or city jail at least 14 days prior to the election either online or by mail.
- ▶ Requesting delivery of a mail ballot from their county election official using the [Mail Ballot Preference Form EL-B22-25](#).
- ▶ If requested and logistically practicable, the county should deliver the ballot to the incarcerated voter in the most expedient manner possible (e.g., priority mail, same-day mail, etc.).

³² [NRS 293.487\(3\)](#)

³³ [NRS 293.5487\(3\)](#)

³⁴ [NRS 293.5847\(2\)\(c\)](#)

³⁵ [NAC 293.395](#)

³⁶ [NRS 293.5847](#)

³⁷ [AB286 5\(3\)\(f\)](#)

Effective Absentee System for Elections (EASE)

Eligible incarcerated covered voters may use EASE if it is offered as an option in the county or city jail where they are detained.

NOTE: Jail facilities may have established policies regarding inmate access to computers. If so, this may exclude the option for using NVEASE.gov for eligible “covered voters” within that facility.

Reporting Requirements

Jail Administrator

Administrators of a county or city jail must submit a report to the Secretary of State’s office within 30 days of each election. County election officials are asked to relay any reports received directly to the Secretary of State’s office.

A copy of each jail administrator’s policy should be attached to the report. The report should include substantive answers about the policy to include how:

- ▶ Allowed individuals are able to register to vote and to vote.
- ▶ Allowed individuals who are registered voters of other counties to vote.
- ▶ Facilitated same-day registration.
- ▶ Accounted for individuals with disabilities requesting to use a voting machine instead of a mail ballot to cast their vote.

If complaints were received from a detained person regarding casting their ballot, registering to vote, or updating their registration, a summary of each complaint should be included with the report.

Election Official

In addition to the jail administrator’s report, election officials must submit a report to the Secretary of State’s office that includes the number of incarcerated voters who cast a ballot, and a breakdown of costs associated with implementation.

Restoration of Voting Rights

Voting rights are immediately and automatically restored upon the person’s release from prison. Individuals who have had their voting rights restored must meet all other eligibility requirements and then may register to vote. The individual is not required to provide any documentation or other evidence at the time of re-registration to prove that the individual’s voting rights have been restored.

Ballots

Unless a voter has specifically opted out of receiving a mail ballot, the clerk/registrar must distribute a mail ballot to each active registered voter who resides within their

county. Ballots mailed to voters who reside in-state must be sent on or after the fifth Monday before an election and not later than the fourth Monday before an election. For voters who reside outside the State, ballots must be distributed not later than 40 days before the election.

NOTE: A County Clerk/Registrar of Voters may allow a voter to receive a mail ballot before the fifth Monday before an election. Voters must contact their individual clerk for availability.

Mailed ballots must include the ballot, a return envelope, secrecy envelope/sleeve/Instructions, and the Official Mail logo or an equivalent logo or mark created by the United States Postal Service.

The Secretary of State will reimburse each county for the cost of the basic ballot stock. See Submitting for Reimbursement in Nevada Administrative Code³⁸.

The mail ballot may not be forwarded to an address that is different from the address to which the mail ballot is mailed. The return envelope must include postage prepaid if the active registered voter is within the boundaries of the United States.

Before sending a mail ballot, the local election official is responsible for recording the date the mail ballot is issued, name and other information applicable to the voter, , and any additional administrative notes deemed necessary.

Not later than 180 days before each election, the Secretary of State creates the election in TotalVote, the state's election management system, and adds all statewide and multi-jurisdictional contests for the ballot. County clerks then add countywide and local contests.

Contests and Questions

Contests and ballot questions on a primary or general election ballot must be in the following sequence:³⁹

1. President and Vice President of the United States
2. United States Senator and Representative in Congress, in that sequence
3. Governor
4. Lieutenant Governor
5. Secretary of State
6. Treasurer
7. Controller

³⁸ [NAC 293.200](#)

³⁹ [NRS 293.268](#)

8. Attorney General
9. State Senators and Assemblymembers
10. County and township partisan offices
11. Statewide nonpartisan offices
12. District nonpartisan offices
13. County nonpartisan offices
14. City offices
 - a. Mayor
 - b. Council members according to ward in numerical order, if there are no wards, in alphabetical order
15. Municipal judges.
16. Township nonpartisan offices.
17. Questions presented to the voters of the State with advisory questions listed in consecutive order after any other questions presented to the voters of the State ("Statewide Questions").
18. Questions presented only to the voters of a special district or political subdivision of the State with advisory questions listed in consecutive order after any other questions presented only to the voters of a special district or political subdivision of the State ("County Questions").

Ballot sequence in TotalVote determines the order of contests and candidates on the printed ballot and on ballot marking devices. Offices have been assigned a number range, e.g., 0001-1000 for President and Vice President of the United States, 4001-5000 for Lieutenant Governor, and 17001-18000 for municipal judges. See *TotalVote Consolidated Reference* on the KB for a complete list of ballot sequence ranges.

Candidates

Nevada law clarifies when the name of a candidate should appear on a primary or general election ballot.⁴⁰

⁴⁰ [NRS 293.260](#)

Partisan Office

If not more than the number of candidates to be elected (usually this means one candidate) file for any partisan office, the candidate's name is not listed on the primary election ballot and instead goes directly to the general election.

If a major political party (currently the Democratic or Republican party) has two or more candidates for a partisan office, there must be a primary election for that office regardless of whether there are any minor political party or independent candidates for the office.

If a major political party has two or more candidates for any partisan office, a primary election will occur. The candidate who receives the highest number of votes at the primary election is declared the nominee of the party, and his or her name appears on the general election ballot as the only candidate for the office.

Nonpartisan Office

All Nonpartisan Offices

If there are not more than twice the number of candidates to be elected for any nonpartisan office (usually this means two candidates), there is no primary election, and the names of the candidates go directly to the general election ballot.

If there are more than twice the number of candidates to be elected for any nonpartisan office (usually this means three or more candidates), there must be a primary election. If none of the candidates at the primary election receive 50 percent plus 1 of the votes cast, the candidates who receive the highest number of votes at the primary election, not to exceed twice the number to be elected (usually this means two candidates), go on to the general election.

Supreme Court, Court of Appeals, and District Court Offices

If not more than the number of candidates to be elected (usually this means one candidate) file for any of the following judicial offices: Supreme Court, Court of Appeals, and District Court, the candidate's name is not listed on the primary election ballot and instead goes directly to the general election.

If the race is for any of the Supreme Court, Court of Appeals, and District Court Offices and one candidate receives 50 percent plus 1 of the votes cast, that candidate is declared the nominee and only that candidate's name appears on the general election ballot.

Other Nonpartisan Offices

If the race is for any nonpartisan office other than for the Supreme Court, Court of Appeals, and District Court Offices and one candidate receives 50 percent plus 1 of the votes, that candidate is declared elected and there is no general election for the office.

Nonpartisan Offices, Excluding Town Advisory Board and Supreme Court, Court of Appeals, and District Court Offices (and Certain Others):

If not more than the number of candidates to be elected (usually this means one candidate) file for any nonpartisan office other than Supreme Court, Court of Appeals, and District Court and town advisory board, the candidate's name must appear on the primary election ballot. If the candidate receives at least one vote at the primary election, the candidate is declared elected and his or her name will not appear on the general election ballot. If the candidate does not receive at least one vote at the primary election, the candidate's name will then appear on the general election ballot.

NOTE: Other offices may be excluded from this rule based on statutes outside of NRS 293. For instance, General Improvement District trustees⁴¹ and Fire Protection District⁴².

Additional Ballot Information

Names of candidates should appear on the ballot alphabetized according to their filed contest groups.

The following statewide offices require an additional voter selection, "**None of these candidates**"⁴³:

- | | |
|-------------------------------|--------------------------------|
| ▶ President or Vice President | ▶ Treasurer |
| ▶ United States Senate | ▶ Controller |
| ▶ Governor | ▶ Attorney General |
| ▶ Lieutenant Governor | ▶ Justice of the Supreme Court |
| ▶ Secretary of State | ▶ Court of Appeals |

The word "Incumbent" must appear on the ballot next to the name of the candidate who is the incumbent.⁴⁴

⁴¹ [NRS 318.09523](#)

⁴² [NRS 474.140](#)

⁴³ [NRS 293.269](#)

⁴⁴ [NRS 293.2565](#)

Write-In Votes

Nevada law does not allow Write-In votes for any candidates whose names do not appear on the ballot, and no person may write in the name of an additional candidate for any office.⁴⁵

Political Parties

Nevada's ballot access laws specify how major parties, minor parties, and independent candidates appear on ballots. Nevada law requires that the name of each candidate for partisan office be followed immediately by the name or abbreviation of their political party.⁴⁶

NOTE: See Independent Candidate Petition Requirements in the Petitions chapter.

2025 List of Recognized Political Parties	
Party Name	Ballot Abbreviation
Democratic Party	DEM
Republican Party	REP
Nonpartisan	NON (HAVA Services) NP (Voter Profile)
Nevada Green Party	GRN
Nevada Forward Party	FOR
Independent American Party	IAP
Libertarian Party of Nevada	LPN

Candidates for partisan office not affiliated with one of the recognized political parties will be listed on the ballot as No Political Party or NPP.

Ballot Distribution Deadlines

UOCAVA Ballots

Not later than 45 days before an election, election officials must transmit military-overseas ballots and balloting materials to all covered voters who by that date have submitted a valid application.⁴⁷

If an application for a covered voter arrives after the initial transmission of ballots and ballot material to other voters, the local election official must transmit the overseas ballot and ballot material to the covered voter within two days of the application being received.

Mail Ballots

The County Clerk/Registrar of Voters shall distribute mail ballots to active registered voters:

- ▶ Outside the State, **not later than 40 days before** the election.
- ▶ Within the State, on or after the fifth Monday before the election but **not later than the fourth Monday before** an election.⁴⁸

⁴⁵ NRS 293.270(2)

⁴⁶ NRS 293.267 and NAC 293.073

⁴⁷ NRS 293D.320

⁴⁸ AB148

Sample Ballots

Sample ballots are provided to all registered voters. The sample ballot is designed to help voters understand what to expect on Election Day. It gives an advance look at the choices that will be available on the official ballot, allowing voters to review candidates, measures, and other election details before they go to the polls or receive their mail ballot.⁴⁹

Sample ballots include the election date and early voting timeframes, the names of each candidate running for office, party information, and any ballot measures to be decided. Sample ballots are mailed to voters and can be accessed online by visiting the Nevada Secretary of State's website or the county election website. In counties where election information must be provided in language other than English, voters may contact their local election officials for sample ballot language options.

Presidential Preference Primary Requirements

Election officials must distribute sample ballots for the presidential preference primary election.⁵⁰

If only one major political party has two or more qualified candidates, the county clerk is only required to distribute a sample ballot to registered voters who indicated an affiliation with that major political party 20 days or more before the date of the presidential preference primary election.

The election official is required to provide an electronic copy of the sample ballot to each candidate who has filed with a declaration of candidacy with the Secretary of State and has provided an email address. An electronic copy of each sample ballot must also be provided to the Secretary of State and a copy, or a list of candidates, must be posted in a conspicuous place in the County Clerk/Registrar of Voters office.

Primary and General Elections Requirements

Election officials must mail a copy of the sample ballot for the primary or general election to each candidate who has filed a declaration of candidacy.⁵¹ The copy must be sent to the mailing address provided in the declaration of candidacy.

If a candidate's name appears on more than one type of sample ballot, the elections official will mail a copy of at least one of the sample ballots to the candidate. Copies of each sample ballot must be made available to the candidate upon request.

⁴⁹ [NRS 293.565](#), [NRS 293C.530](#) and [NRS 298.690](#)

⁵⁰ [NAC 293.132](#)

⁵¹ [NRS 293.565](#)

Clerks must also provide an electronic copy of each sample ballot for a primary or general election prepared for the Secretary of State and post a copy of the sample ballot or a list of candidates in a conspicuous place in the county clerk/registrar of voter's office.

Ballot Measure Requirements

Sample ballots that include statewide ballot measures must include:

- ▶ A fiscal note or description of the anticipated financial impact of the ballot measure.⁵²
- ▶ An explanation of each proposed amendment, measure, or advisory question.⁵³
- ▶ Arguments for and against each proposed amendment, measure, or advisory question.⁵⁴
- ▶ The full text of each proposed amendment.

Legislatively Proposed Alternative Measures

If the Legislature rejects a statewide measure proposed by an initiative and proposes a different measure on the same subject which the Governor approves, that measure must be listed on the ballot before the statewide measure proposed by initiative. Each ballot and sample ballot where the measures appear must contain the following statement:⁵⁵

The following questions are alternative approaches to the same issue, and only one approach may be enacted into law. Please vote for only one.

Sample Ballot Text Requirements

Sample ballots that are mailed to registered voters may be printed without the full text of each proposed constitutional amendment, if:⁵⁶

- ▶ The cost of printing the sample ballots would be significantly reduced if the full text of each proposed constitutional amendment were not included; and
- ▶ The County Clerk/Registrar of Voters ensures that a sample ballot that includes the full text of each proposed constitutional amendment is provided at no charge to each registered voter who requests such a sample ballot; and
- ▶ The sample ballots provided to each polling place include the full text of each proposed constitutional amendment.

⁵² [NRS 218D.810](#), [NRS 293.250](#), [NRS 293.481](#), [NRS 295.095](#), or [NRS 295.230](#)

⁵³ [NRS 218D.810](#), [NRS 293.250](#), [NRS 293.481](#), [NRS 295.121](#), or [NRS 295.230](#)

⁵⁴ [NRS 218D.810](#), [NRS 293.250](#), [NRS 293.252](#) or [NRS 295.121](#)

⁵⁵ [NRS 293.267](#), and [NRS 293.252](#)

⁵⁶ [NRS 293.565](#)

Sample Ballot Distribution

The County Clerk/Registrar of Voters shall distribute the sample ballot before the applicable deadline for distributing a mail ballot to a registered voter.⁵⁷

The sample ballot may be distributed by electronic means to registered voters who elect to receive a sample ballot by electronic means including email or website. Otherwise, the County Clerk/Registrar of Voters distributes the sample ballot to the registered voter by mail.

If a person registers to vote less than 20 days before the date of an election, the County Clerk/Registrar of Voters is not required to send a sample ballot for that election.

Notice of Vote Center Changes

Nevada residents can vote in person at any Vote Center within their county.

If polling place locations have changed since the last election, the County Clerk/Registrar of Voters must mail a notice of the change to each registered voter in the county not sooner than 10 days before distributing the sample ballots. Alternatively, the sample ballot must also include a notice in bold type immediately above the location which states:

“NOTICE: THE LOCATION OF YOUR POLLING PLACE OR PLACES HAS CHANGED SINCE THE LAST ELECTION”

Accessibility

Regular sample ballots must be prepared in at least 12-point type. Large Type sample ballots must be prepared in at least 14-point type, or larger when practicable.⁵⁸ To ensure individuals with low vision can access election information, a notice must be included on the front page of the regular sample ballot:

NOTICE: TO RECEIVE A SAMPLE BALLOT IN LARGE TYPE, CALL (county contact telephone number)

The notice must be prepared in at least 20-point bold type.

⁵⁷ [NRS 293.269911](#)

⁵⁸ [NRS 293.508](#)

A portion of a sample ballot that contains a facsimile of the display area of a voting device may include material in less than 12-point type to the extent necessary to make the facsimile fit on the pages of the sample ballot.

If a person requests a sample ballot in large type, the County Clerk/Registrar of Voters should update the voter profile on TotalVote to select **Large Print** in the Office Use section, **Accessible Ballot** dropdown to ensure all future sample ballots distributed to that person are in large type.

The County Clerk/Registrar of Voters shall include in each sample ballot a statement indicating that the County Clerk/Registrar of Voters will, upon request of an elderly or disabled voter, make reasonable accommodations to provide assistance, including providing accessible materials to assist the voter.

In addition, the County Clerk/Registrar of Voters determines the placement at centralized voting locations of specially equipped voting devices for use by elderly or disabled voters. The clerk ensures the sample ballot⁵⁹ includes a statement indicating:

- ▶ The addresses of accessible vote centers, and
- ▶ The types of specially equipped voting devices that are available.

The cost of distributing sample ballots for any election other than a primary election, presidential preference primary election or general election must be borne by the political subdivision holding the election.

Special Election Ballots

If a recall or special election is not held on the same day as a primary election, presidential preference primary election or general election, the last day to register to vote by any method is the third Saturday preceding the recall or special election.

Mail Ballot Distribution

In the case of a special election where no candidate for federal office will appear on the ballot, the mail ballot must be distributed to each active registered voter not later than 15 days before the special election.

Ballot Content

The public officer who is the subject of the recall is entitled to furnish the officer's justification of his/her course in the office. If the officer furnishes such a justification, it

⁵⁹ [NRS 293.2955](#)

must be printed on a sample ballot that is presented to voters when they appear to vote if a mechanical voting system is used.⁶⁰

The petitioners' reason for demanding the recall must also be printed on the ballot or sample ballot in the same manner, verbatim, as set forth in the recall petition.⁶¹

- ▶ If there are no other candidates nominated at the special election, there must be printed on the ballot:
 - The public officer's name and office.
 - The words "For Recall" and "Against Recall."
- ▶ If there are other candidates to be voted on, there must be printed on the ballot:
 - The public officer's name and office.
 - The candidate(s) name(s).
 - The words "For Recall" and "Against Recall" are omitted

In all other respects, the conduct of a special election must conform to Chapter 293 and 293C for primary and general elections.

Operating a Vote Center

Nevada vote centers are polling locations that allow registered voters to cast their ballots at any center within their county, regardless of their designated precinct. This system enhances convenience and accessibility for voters.

Polling Place Security

The Cybersecurity and Infrastructure Security Agency (CISA) encourages state and local election officials responsible for operating election facilities to Connect, Plan, Train, and Report. Applying these four steps in advance will: better prepare election officials, poll workers, and polling facility operators if an incident occurs allowing them to proactively think about the role they play in the safety and security of the election facility and take appropriate action.⁶²

- ▶ Establish Relationships: Connect with local law enforcement, first responders, and other local agencies to ensure rapid response to incidents. Having a "contact list" near the phones or printers with important numbers saves time in an emergency.
- ▶ Develop and Maintain Plans: Create and regularly update cyber and physical security incident plans, emergency response and evacuation plans, ensure clear

⁶⁰ [NRS 306.060](#)

⁶¹ [Nev Const. Art. 2, Sec. 9; NRS 306.070](#)

⁶² See [Physical Security Preparedness at Voting Locations and Election Facilities](#) at [cisa.gov](https://www.cisa.gov).

signage for routes and rallying points. Test these incident response plans using various scenarios and outcomes.

- ▶ **Train Staff:** Ensure poll workers are trained in de-escalation tactics, identifying suspicious activities, and emergency procedures, including the use of the “buddy system” for conflict management. If an escalation arises, call the police or proper authorities.
- ▶ **Monitor and Report:** Implement an inspection program to monitor the polling site, post reporting protocols for suspicious activity, and ensure contact information for local law enforcement is readily available. CISA provides no cost assessments and security recommendations for polling places with their “CISA SAFE Program”.

Election Setup

At least one day prior to using a polling location, the clerk, registrar of voters, or designated election board officer should meet with the location contact to ensure there will be access to the facility, the contact will be on site or available for questions at least two hours before the polling place is scheduled to be open, and one hour before on subsequent days.

If necessary, staff should arrange to pick up any supplies from the clerk or registrar of voter. And if assigned, contact election board officials, and remind them to arrive at the polling place at the specified time, usually at least an hour before the opening of the polling place.

Staffing

The following are examples of the various positions, roles, and/or responsibilities a county may need to staff within a polling place.

Role	Responsibilities
Site Manager	Contact site personnel and election workers to coordinate vote center setup and breakdown. Oversee vote center setup. Open and close polls. Oversee operations and troubleshoot issues. Control voter traffic flow. Assist voters with disabilities. Resolve voter issues and conflicts. Assist with voter eligibility and processing. Oversee chain of custody for voting machines/ballots. Reconcile check-in data with voting machine tallies. Reporting vote center stats. Oversee poll observer check-in. Oversee ballot drop boxes. Establish relationships with local law enforcement, first responders, and other local agencies to ensure rapid response to any incidents.
Intake Specialist / Poll Pad Operator	Check in voters using the Poll Pad. Assist with setup and breakdown of Poll Pad stations. Retain check-in receipts. Change Poll Pad printer paper as needed. Stamp CANCELLED on surrendered ballots and place them in the surrendered ballots box.
Mail Ballot Drop-off Clerk	Greet voters. Oversee mail ballot drop boxes. Ensure voters sign and seal mail ballots before dropping off.
Line Monitor	Manage voter check-in lines. Issue "fast pass" to elderly and disabled voters, escorting them to the front of the voter line. Identify and respond to voter needs. Direct voters through voting process. Ensure laws prohibiting campaigning are followed.

Role	Responsibilities
Team Leader / Assistant	Overseeing poll worker scheduling. Pick up supplies as needed. Set up and break down voting equipment. Ensure required indoor and outdoor signage is placed correctly and visible. Check connectivity and troubleshoot equipment as needed. Keep vote center tidy; clean/sanitize voting equipment as needed.
Voting Machine Specialist	Setup and breakdown voting equipment. Monitor voting machines. Assist voters at voting machines.

Restrictions

Nevada enforces several laws to ensure the integrity, accessibility, and neutrality of polling places during elections. Key restrictions include prohibition against campaigning near a vote center.

Electioneering/Campaigning is prohibited within 100 feet of an entrance of a vote center or county / city jail where a person is detained within the jail, and in some instances may not be allowed *anywhere* on the property where the vote center is located.⁶³

Electioneering means campaigning for or against a candidate, ballot question, or political party by citizens, voters, and election workers. This includes:

- ▶ Posting signs or distributing literature.
- ▶ Using loudspeakers to broadcast information.
- ▶ Buying, selling, wearing, or displaying any badge, button, or other insignia.
- ▶ Polling or otherwise soliciting from a voter's information as to whether a voter intends to vote or has voted for or against a particular candidate, ballot question, or political party.
- ▶ Soliciting signatures of any kind or circulating a petition.
- ▶ Loitering.
- ▶ Speaking to voters about support/opposition of candidates/questions.

Before polls open, check that the "NO ELECTIONEERING" signs have been posted within one hundred (100) feet from the entrance of the polling place and periodically check that no electioneering or campaigning is taking place within that area.

⁶³ [NRS 293.361](#) and [NRS 293.740](#).

If a voter cannot reasonably remove a campaign item (e.g., a T-shirt, pants, etc.), the voter must be allowed to vote, but not to loiter. Expedite them through the voting process.

Media in Polling Places

If media show up at a polling place, Election Board Officers must notify the County Clerk or Election Official in charge of media.

Reporters, camera crews, and other members of the media are allowed at the polling place as long as: they respect voter privacy and do not interfere with or disrupt the voting process. Taking pictures or recording footage of actual ballots is not allowed and media activity cannot interfere with the voting process.

Interviews

Although Election Board Officers may be interviewed by the media, best practice is to direct any media to the County Election Official as the designated public spokesperson. Interview topics typically include voter turn-out numbers, voter wait times, and voter privacy. For media questions that require more in-depth explanation, direct media to contact the local election office.

Turnout Figures

County election officials may give totals while emphasizing that all totals are raw numbers from a single polling location and are in no way complete or official. Election officials should direct the press to more complete information available on the Secretary of State's website after the close of polls.

Election officials must NEVER give subjective opinions, such as whether one political party is turning out more than another.

Filming

Voters can be filmed while voting ONLY if they consent AND if it does not interfere with the voting process or violate secrecy of the voter's ballot. (No direct or clear shots of a voter's ballot.)

Voter Interviews

Voters may be interviewed outside of the polling location.⁶⁴

Cell Phone Usage

To ensure voter privacy, NRS prohibits photographing or otherwise recording in a vote center. Since most cell phones have the ability to photograph or record, cell phone use in

⁶⁴ [NRS 293.274](#)

vote centers is not permitted. Election workers and voters alike may not use cell phones to make phone calls, take pictures or videos, or record any activity inside a polling place. However, election workers may use a cell phone to assist in communicating with a voter. Voters with physical disability may use a cell phone to access interpretive services to assist in casting a vote. Interpretive services may include, without limitation, American Sign Language.

Signs should be posted stating that electronic devices may only be used to view sample ballots.

In some counties, Election Board Officers will have the use of a county-issued cell phone and will limit the use of this cell phone to election related calls. Only Election Board Officers may use a cell phone inside the polling place. Personal calls must be made outside of the polling area.

Observers

Nevada law provides for “meaningful observation.”⁶⁵ Individuals and representatives of organizations may observe the process of voter check in and identification, distributing ballots or voting machine cards, and the movement of voters to voting booths, returning ballots/voting machine cards, and exiting a polling place.

Observers **may not** view voter personal information, ballots, or selections on a voting machine, or have the ability to listen to any conversation between election board officers or between a voter and election board officer.

Public Observers

The public may observe the voting process.⁶⁶ Any person may observe the conduct of voting at polling locations during both early voting and on Election Day. Vote centers have a limited number of spots reserved for observers. The number of places available is unique to each vote center and depends on the space available in the facility. If all available spots are full, potential observers must wait for the next available place. Individuals cannot loiter in a vote center.

Observers must sign acknowledgement [form EL-B07-25](#) prior to observing the voting process. Observers may ask Election Workers questions if it does not impede the processing of voters.

⁶⁵ [NAC 293.245](#)

⁶⁶ [NAC 293.245](#)

Observers are not allowed in the polling place prior to the opening of the polls. They may observe the closing of the polling place but cannot interfere with or disrupt the voting process.⁶⁷

Observers inside a polling location must abide by certain laws and regulations. Observers must:

- ▶ Wear an assigned name tag with their full name. Election officials must provide blank name tags.
- ▶ Sign the Observation Form.⁶⁸
- ▶ Remain in designated areas.
- ▶ Stay away from voting equipment.
- ▶ Stay away from Poll Pads. Election officials may permit observers or members of the public to view Poll Pads as long as public inspection of voting equipment does not interfere with voting.

IMPORTANT!

Election officials may permit observers or members of the public to view voting equipment and all externally visible security seals used to secure voting equipment as long as public inspection of voting equipment does not interfere with voting.

Observers **MUST NOT**:

- ▶ Talk to voters within the polling place.
- ▶ Advocate for or against a candidate, political party, or ballot question (e.g., wear a campaign tee shirt.)
- ▶ Interfere with the conduct of voting.
- ▶ Use electronic communication devices. Instruct observers to turn off any cell phones, laptops, two-way radios, etc.
- ▶ Photograph or record inside the polling place. Instruct observers to leave any cameras, audio recorders, video cameras, etc., with the Site Manager.⁶⁹
- ▶ Argue for or against or challenge any decisions of county or city election personnel.

Observers may be removed from the polling place by the for violating any of the provisions above.

Congressional Election Observers

The Confirmation of Congressional Observer Access (COCOA) Act of 2024 authorizes congressional election observers to observe polling locations, any location where processing, scanning, tabulating, canvassing, recounting, auditing, or certifying voting results is occurring, or any other part of the process associated with elections for Federal

⁶⁷ [NAC 293.245\(5\)](#)

⁶⁸ [NAC 293.245](#)

⁶⁹ [NRS 293.274](#)

office under the authorities granted under article 1, section 5 of the Constitution of the United States.

Congressional Election Observers may not handle ballots, election equipment, advocate for any position or candidate, take any action to reduce ballot secrecy or voter privacy, take any action to interfere with the ability of a voter to cast a ballot or an election administration to carry the administrator's duties, or otherwise interfere with the election administration process.

Additional information about H.R.6513 - Confirmation Of Congressional Observer Access (COCOA) Act of 2024 can be found at [congress.gov](https://www.congress.gov).

Observer Area

Display the "Observer Area" sign in the area designated for observers. It should be close enough so observers can observe interactions with voters and other Election Workers.

Observers must remain in the Observer Area. If more Observers are present than can be accommodated for in the space available, establish an equitable rotation.

If an observer refuses to conform to any of these conditions, notify the lead election board officer; contact the local election office if necessary. If the presence or activity of an observer appears to be intimidating to voters, ask the lead election board officer to step in or contact the local election office.

The County Clerk/Registrar of Voters may limit the number of people in the polling place who are observing the conduct of voting for reasons of public safety, to protect voter privacy, and/or maintain order.

Observing Counting of Ballots

Members of the public may observe the counting of ballots at the central counting place if those members do not interfere with the counting process. The central counting place is designated by the County or City Clerk/Registrar of Voters for the compilation of election returns.

Certain limitations apply to people observing the processing and counting of ballots at the central counting place. This includes but is not limited to requiring:

- ▶ Individuals who wish to observe the processing and counting of ballot to sign an acknowledgement that certain behavior is prohibited at the central counting place.
- ▶ Notice that the County or City Clerk/Registrar of Voters may limit the number of people observing in the central counting place.
- ▶ Notice that the County or City Clerk/Registrar of Voters may remove a person from the central counting place.

- ▶ Observers are to wear name tags while observing the processing and counting of ballots.

The form prescribed by the Secretary of State includes acknowledgment of the following restrictions:

- ▶ Talking to workers within the central counting place other than the County or City Clerk/Registrar of Voters or a person designated by the County or City Clerk/Registrar of Voters to address questions from observers.
- ▶ Using a mobile telephone or computer within the central counting place.
- ▶ Advocating for or against a candidate, political party, or ballot question.
- ▶ Interfering with the statutory duties of county or city election personnel.
- ▶ Interfering with the processing and counting of ballots.

Notice should be posted that observers may be removed from the central counting place by the County or City Clerk/Registrar of Voters.

Additionally, a person observing the processing and counting of ballots at a central counting place must wear a name tag displaying the person's full name. County and City Clerk/Registrar of Voters must retain the signed acknowledgments for at least 180 days following the election.

"Advocacy" includes speaking, displaying, or disseminating information and wearing identifying clothing, buttons, or other paraphernalia.

Accessibility

Title II of the Americans with Disabilities Act (ADA) requires state and local governments to ensure that people with disabilities have a full and equal opportunity to vote. It is the responsibility of each Election Official to ensure voting is accessible to all voters. The Americans with Disabilities Act (ADA) provides [laws, regulations and standards](#) that define an accessible polling place.

The [ADA Voting Checklist](#) should be printed and used when planning and setting up a polling place to ensure ADA compliance.

Polling place ADA accommodations should include:

- ▶ Safe physical access for elderly or disabled voters.
- ▶ Voting machines that allow all individuals to vote privately and independently.
- ▶ Options for another person to assist a voter with a disability in registering or voting, as long as applicable procedures are followed.
- ▶ Ready access to communication tools such as TTY or TDD by calling 711 to assist individuals with hearing or speech impairments.
- ▶ Sample ballots in a larger font for the visually impaired.

Some voters will require assistance. A voter can ask anyone to assist them in the voting booth except the voter's employer, employer's agent or an officer or agent of the voter's labor organization.⁷⁰ Preferably, the most senior election worker on site should be involved in any assistance provided to voters with special needs.

If a Voter has a disability that requires curbside voting OR a voter needs assistance with emergency voting (i.e., for someone in the hospital), call the Local Election Office for directions.

Always ask before providing assistance and wait for a response. Always offer assistance but do not insist on providing it. Speak directly to all voters, including those with disabilities. Never address comments or questions to an individual accompanying a voter, even if the person attempts to speak for the voter. Respect personal space and speak normally.

Do not ask about or mention the person's disability unless they talk about it, or it is relevant to the conversation. Keep communication simple. Use plain language, i.e., "May I help you?" rather than, "May I assist you?" Keep sentences short and rephrase or repeat your comments if the voter does not understand. Pay attention to the person while you are speaking with them, as they may be using body language to communicate.

Instead of saying...	Say this:
disabled person, handicapped, or crippled	person with a disability
able-bodied person	person without a disability
retarded, retard, slow, or special	person with an intellectual or developmental disability
the blind	person who is blind visually impaired
hearing-impaired, deaf, dumb, or mute	person who is hard of hearing, or person who is deaf
victim of," "suffers from," or "afflicted with (a condition)	person who has (a condition)
epileptic	person with epilepsy
Down's person	person with Down Syndrome

If a voter chooses to have Election Worker assistance:

- ▶ The election worker must complete an Affidavit of Voter Assistance.
- ▶ Two Election Workers of different political parties must assist.
- ▶ Workers cannot explain or make recommendations about the ballot.

⁷⁰ [NRS 293.296](#)

When providing assistance with a ballot marking device, the election worker shall not disclose any information with respect to the casting of that ballot be in view of the voter's selections.

Let the person take the lead in establishing which communication method he or she prefers to use (e.g., assistive technology, writing on a piece of paper). Talk directly to the person even if a sign language interpreter is present. If the person is a lip reader, face them directly and speak at a moderate pace. It also may help to simplify sentences and use more body expressions.

Physically Impaired Voters

Provide personal space. Do not push, lean on, or hold onto a person's wheelchair unless the person asks. Remember, the wheelchair is part of his or her personal space.

Clear the path. Make sure that the path of travel to the check-in tables and voting booths are clear before the polls open and remain clear throughout the day.

When providing directions consider the distance, weather, and physical obstacles such as curbs and stairs the wheelchair user will encounter. Know where the accessible pathways, restrooms, and water fountains are in and outside of the building.

Visually Impaired Voters

Identify yourself and introduce anyone else who may be with you. Do not leave the person without saying you are leaving. If asked to be a sighted guide, place your arm against their hand, or close enough that they can easily find it. Never push or pull someone. Identify and describe obstacles along the way and discuss where you are going.

Voters with Disabilities that Affect Speech

Pay attention, be patient, and wait for the person to complete a thought and do not try to finish it for them. Ask the person to repeat the thought if you do not understand what they are trying to say. Some individuals may use assistive technology such as an alphabet board or computer to communicate. If you have difficulty understanding the voter, you can ask the voter to write their responses.

Voters with Limited English Proficiency

Election Workers are permitted to assist voters in a language other than English. Voters are permitted to have an assistant of their choice in the voting booth.

Actively recruit bilingual election workers and ensure bilingual workers have flexibility in assignments so they can assist as needed.

If there is no bilingual Election Worker at your location, contact the county election office.

Service Animals

Service animals and pets in Nevada voting centers are subject to individual county policies. Voters should contact their local election officials for specific information.

Election Boards

Code of Conduct

I swear under the penalty of perjury that I will support the constitution of the United States of America and the constitution of the state of Nevada and its laws. I will faithfully and impartially discharge to the best of my ability the duties of an Election Board Officer as required by law and the lawful rules and instructions of the Clerk or appropriate designee.

I will endeavor to prevent fraud, deceit, and abuse in conducting this election. I will not engage in any behavior intended to intimidate, coerce, or unduly influence an elector. I will report immediately to the Clerk or appropriate designee any violations of the law which come to my attention, and I acknowledge that it is not up to me to investigate or adjudicate any issues, but rather the Clerk.

I will not willfully give incorrect information nor allow others to do so. I will not try to determine how any elector voted, nor will I disclose how an elector voted if in the discharge of my duties such knowledge shall come to me. I will not disclose the result of the votes until after the polls have closed and the results are formally announced by the designated election official.

John Doe

Subscribed and sworn to before me this XXth
day of September 20XX.

Jane Smith

XXXXXXX County Clerk & Recorder

Election Boards are made up of Election Board Officers assigned to perform specific tasks, such as running a polling place or tabulating ballots. The following is a list of the most common election boards, and a description of the duties they each perform.

Nevada law also permits the County Clerk/Registrar of Voters to create additional election boards to facilitate the expeditious processing of ballots.

This is an example of a Code of Conduct.

Clerks/registrars may create and customize a Code of Conduct specific to their counties for their Election Board Officers.

Regulations, Requirements, and Authority

Requirements for Election Boards include, but are not limited to, members not being of the same political party or being a candidate or relative of the candidate within the second degree of consanguinity or affinity. Additionally, an Election Board Officer is required to be a registered voter or appointed as a student trainee.

Except as otherwise provided, the clerk/registrar may determine the number of members to constitute any board. The clerk/registrar makes any appointments from among competent people who are registered voters in the county. The members of each board should represent all political parties as equally as possible. The same person may be appointed to more than one board but must meet the particular qualifications for each board to which he or she is appointed. All people appointed pursuant to this section serve at the pleasure of the County Clerk/Registrar of Voters.

Members of election boards serve from the beginning of an election until the end of that election. Each member of an election board is subject to be called on by the board of county commissioners or city council to correct any errors discovered during the canvass of votes by the board of county commissioners or city council. Reserve election board officers must be appointed by the county or City Clerk, if practicable, to fill any vacancy which occurs on election day, and the reserve officers must be compensated if they serve at the polls. If a vacancy occurs on an election board on the day of the election and no reserves are available, the election board may appoint, at the polling place, any registered voter who is willing to serve and satisfies the election board that he or she possesses the qualifications required to perform the services required.

Each election board must have one member designated as the chair by the County or City Clerk. The election boards must keep records as described in this section. The appointment of a trainee may be used to determine the number of members on the election board, but under no circumstances may a trainee serve as chair of the election board.

The County or City Clerk is responsible to ensure members of any election board are trained in their roles regarding:

- ▶ Election laws
- ▶ Their duties
- ▶ Secretary of State regulations
- ▶ Recordkeeping procedures
- ▶ Using the registered list of voters
- ▶ The use of electronic voting systems

- ▶ Any related responsibilities⁷¹

The board of county commissioners of any county or the city council of any city may reimburse the members of an election board who attend training for their travel expenses at a rate not exceeding 10 cents per mile.⁷²

Mail Ballot Central Counting Board

A local election official appoints a Mail Ballot Central Counting Board. The local election official notifies voters to function as election board officers for the mail ballot central counting board ensuring enough to handle the anticipated volume of mail ballots.

Voters appointed to the board **must not be**:

- ▶ all of the same political party; or
- ▶ candidate for nomination or election; or
- ▶ related to a candidate within the second degree of consanguinity or affinity may be appointed as such an election board officer.

The local election office staff who perform duties in connection with the election shall be deemed officers of the mail ballot central counting board. The mail ballot central counting board is under the direction of the local election official⁷³.

Signature Audit Election Board Officers

The County Clerk/Registrar of Voters must perform daily audits of each electronic device during the processing of mail ballots for the election. The daily audit must include a review of a sample of at least 1 percent of the signatures verified each day. The County Clerk/Registrar of Voters shall appoint election board officers who must not all be of the same political party to manually review the signatures. The County Clerk/Registrar of Voters must prepare a report for each daily audit.⁷⁴

Polling Place Board

The County Clerk/Registrar of Voters of each county must appoint registered voters to act as election board officers for each polling place in the county.⁷⁵ The clerk/registrar may appoint a trainee for the position of election board officer.⁷⁶

⁷¹ [NRS 293.2175](#) and [NRS 293C.222](#)

⁷² [NRS 293.227](#)

⁷³ [NRS 293.217](#)

⁷⁴ [NAC 293.339](#), [NRS 293.124](#), [NRS 293.247](#), and [NRS 293.269925](#)

⁷⁵ [NRS 293.220](#) and [NRS 293.227](#)

⁷⁶ [NRS 293.2175](#)

Immediately after election board officers are appointed, if requested by the clerk/registrar, the sheriff:

- ▶ Appoints a deputy sheriff for each polling place in the county and for the central election board or the mail ballot central counting board; or
- ▶ Deputizes an election board officer for each polling place in the county, for the central election board, and/or the mail ballot central counting board. The deputized officer shall receive no additional compensation for services rendered as a deputy sheriff during the election for which the election board officer is deputized. Deputy sheriffs so appointed and deputized preserve order during hours of voting and attend closing of the polls.

Tribal Vote Center Requirements

The County or City Clerk/registrar must ensure that election board officers assigned to staff a polling place located within the boundaries of an Indian reservation or colony provide at least one training class:

- ▶ Within the boundaries of the Indian Reservation or colony, unless the Indian Tribe elects to not have the training class conducted in such a manner; and
- ▶ In a manner that is accessible to a member of the election board in person or remotely.

Accuracy and Certification Board

Before conducting any testing, the Clerk/Registrar appoints three people, not more than two of whom are of the same political party, to serve as an accuracy certification board. Two of the people appointed to the board may be employees of the county or city.⁷⁷

In addition to their duties, the accuracy certification board certifies as to whether in their judgment the ballots were accurately counted. If they determine an inaccuracy exists, they must furnish a written explanation for their determination.⁷⁸

Computer Program and Processing Accuracy Board

To facilitate the processing of votes cast under a mechanical voting system, the clerk/registrar appoints members at least 7 days before the election in which they will serve. The board verifies that:

- ▶ Any invalid voting of a ballot will cause it to be rejected.
- ▶ Votes can be counted for each candidate and proposition.

⁷⁷ [NRS 293B.150](#) and [NRS 293B.165](#)

⁷⁸ [NRS 293B.145](#), [NRS 293B.155](#), [NRS 293B.165](#) and [NRS 293C.615](#)

- ▶ Any overvote for an office or proposition will cause a rejection of the vote for that office or proposition.
- ▶ Overvotes, where more votes are cast than the maximum number permitted, will be rejected; undervotes will be counted.
- ▶ Neither a voter's omission to vote nor the voter's irregular vote on any particular office or proposition will prevent the counting of his or her vote as to any other office or proposition on the ballot.

Special Purpose Election Boards

The County Clerk/Registrar of Voters may appoint additional boards or election board officers necessary for the expeditious processing of ballots. For example, a County Clerk/Registrar of Voters may create:

- ▶ A central ballot inspection board
- ▶ A mail ballot inspection board
- ▶ A ballot duplicating board
- ▶ A ballot processing and packaging board
- ▶ A Vote Adjudication Board

Ballot Retrieval Board

The ballot retrieval board:

- ▶ Delivers the sealed containers containing ballots and/or election materials to the receiving center or the central counting place.
- ▶ Provides the transportation of sealed containers, election materials and all other supplies.
- ▶ Members of the general public may observe the delivery of the sealed containers to the receiving center or the central counting place, as long as they don't interfere with the delivery of the sealed container.

Central Ballot Inspection Board

The central ballot inspection board:⁷⁹

- ▶ Receives the ballots in sealed containers.

⁷⁹ [NRS 293B.365](#)

- ▶ Inspects containers and records the number indicated on each container and its seal and removes the storage devices which store the ballots voted on mechanical recording devices which directly record votes electronically.
- ▶ Registers the numbers of ballots by precinct.
- ▶ Deliver any damaged paper ballots to the ballot duplicating board.
- ▶ Receives duplicates of damaged paper ballots from the ballot duplicating board and places the duplicates with the voted ballots of the appropriate precinct.
- ▶ Places each damaged original paper ballot in a separate envelope and notes the precinct on the outside of the envelope.
- ▶ Rejects any paper ballot that has been marked in a way that identifies the voter.
- ▶ Places each rejected paper ballot in a separate envelope and notes the precinct on the outside of the envelope and the board's reason for rejecting the ballot.

Mail Ballot Inspection Board

The mail ballot inspection board performs functions similar to those of the central ballot inspection board and the ballot duplicating board as those functions are applicable to mail ballots:

- ▶ Bundles empty mail ballot return envelopes according to ballot type or precinct and delivers the bundles to the County Clerk/Registrar of Voters.
- ▶ Rejects any mail ballot return envelope found not to contain a ballot and places each such envelope in a separate larger envelope and writes the ballot code or precinct and the reason for the rejection.

Ballot Duplicating Board

If the County Clerk/Registrar of Voters creates a ballot duplicating board, the County Clerk/Registrar of Voters must appoint at least two members to the board. The members of the ballot duplicating board must not all be of the same political party. The same person may be appointed to more than one board or perform additional functions as an election board officer.⁸⁰

The function of the ballot duplicating board is to create duplicate ballots that accurately reflect the voter's choices to count in place of the ballot when:

- ▶ The ballot is damaged or defective such that it cannot be read by a mechanical recording device or other electronic means; or
- ▶ The ballot is received through the system of approved electronic transmission.⁸¹

⁸⁰ [NRS 293B.375](#)

⁸¹ [NRS 293D.200](#)

The ballot duplicating board:

- ▶ Ensure the correct precinct and ballot style are used to create the duplicate ballot.
- ▶ Marks the duplicate ballot so that the duplicate is identical to the original ballot.
- ▶ Verify that the duplicate ballot is identical to the original ballot, including, without limitation, any overvotes or undervotes.
- ▶ Affixes a unique serial number on the ballot and logs the duplicate ballot and associate serial number in the ballot duplication log.
- ▶ If any errors are made while marking the duplicate ballot, marks the duplicate ballot as “SPOILED” and repeats the process to create a new duplicate ballot.

Ballot Processing and Packaging Board

The ballot processing and packaging board must be composed of people who are qualified in the use of technology being used for counting votes. The board:⁸²

- ▶ Allow members of the general public to observe the counting area where computers are located during the period when ballots are being processed if those members do not interfere with the processing of the ballots.
- ▶ Receives ballots and maintains groupings of them by precinct.
- ▶ Validates the testing material with the counting program before each counting of the ballots or computer run begins.
- ▶ Maintains a log showing the sequence in which the ballots of each precinct are processed as a measure to ensure that ballots of all precincts are processed.
- ▶ After each counting of the ballots again verifies the testing material with the counting program to substantiate that there has been no substitution or irregularity.
- ▶ Records an explanation of any irregularity that occurs in the processing.
- ▶ Ensure that a list is compiled indicating the total votes, other than absentee votes and votes in a mailing precinct, which each candidate accumulated in each precinct.
- ▶ Collects all returns, programs, testing materials, ballots and other items used in the election tabulation; packages and delivers the items to the County Clerk/Registrar of Voters for sealing and storage.

Vote Adjudication Board

The County Clerk/Registrar of Voters may create a vote adjudication board and appoint its members. The members should be of different political parties.⁸³ The same person

⁸² [NRS 293B.380](#)

⁸³ [NRS 293.269929](#)

may be appointed to more than one board or perform additional functions as an election board officer. The Vote Adjudication board resolves the intent of a voter in casting their ballot if the voter's selection cannot be determined using a mechanical device or other electronic means.⁸⁴

Mail Ballot Processing Procedures

County clerks and registrars must establish procedures for processing and counting mail ballots⁸⁵. The procedures are to be submitted to the Office of the Secretary of State for review. Such procedures define how a local election office will verify that a voter has not already voted, the counting of ballots, such as processing and tabulation by a computer or electronic means, as well as signature review procedures, including how to cure a missing or questionable signature.

When a mail ballot is returned, the clerk or an employee in the office of the clerk/registrar counts the return envelopes and checks the signature on the return envelope as described in the following sections.

Mail Ballot Return Envelope Requirements

Each mail ballot return envelope must include space for the US Post Office's Intelligent Mail Barcode (IMB).⁸⁶

The IMB on each mail ballot envelope must:

- ▶ Comply with the technical requirements of USPS-B-3200 and the USPS Intelligent Mail Barcode Technical resource guide; and
- ▶ Be placed according to the USPS placement specifications for IMBs

IMB tracking information is required to be provided from the mail ballot vendor to the SOS mail ballot tracking vendor for the purpose of tracking ballots for each election.

- ▶ Each county must have a unique and colored bar on their ballot envelope. The color for each county must be different from the colors used in adjacent counties, which will be approved by the Secretary of State's office.
- ▶ The "Official Election Mail" logo authorized by the U.S. Postal Service must be prominently displayed on the face of the mail piece as prescribed by the USPS Graphic Guidelines and Logos.
- ▶ An "I Voted" sticker must be included on the secrecy sleeve provided inside the envelope.

⁸⁴ [NAC 293B.015](#)

⁸⁵ [NRS 293.269925](#)

⁸⁶ [NRS 293.269913](#)

- ▶ The secrecy sleeve must also act as the instruction sheet.
- ▶ The county name must be displayed in the top left corner of the front (address) side of the Business Reply Mail envelope in at least a 12-point font.
- ▶ Text on the envelope, secrecy sleeve and supporting instructions or other documents included with the mail ballot should not be all CAPS, in *italics*, or **bold** as those may be challenging to read and are not as accessible.
- ▶ Text on the envelope, secrecy sleeve and supporting instructions or other documents included with the mail ballot must be Times New Roman or Verdana only to ensure accessibility and must not be smaller than an 8-point font.
- ▶ A county's contact information must be placed upon the mail ballot envelope and on the instruction sheet.
- ▶ Election officials should ensure that references to "absentee ballots" or recently repealed statutes are removed from mail ballot envelopes and/or instruction sheets, with the exception of the UOCAVA envelopes that requires specific federal artwork for UOCAVA ballots. Please ensure that UOCAVA envelopes conform to the appropriate federal artwork and verbiage for use with UOCAVA ballots.

The requirements listed below may be formatted to fit the mail ballot envelope, but the specific text must not be altered, with the exception of COUNTY NAME which should be replaced with the applicable county name.

There must be information that states and includes the following on either the envelope or instruction sheet:⁸⁷

- ▶ At the direction of a voter who has a physical disability, is at least 65 years of age or is unable to read or write, a person may mark a ballot and sign the envelope on behalf of the voter or assist the voter to mark a ballot and sign the envelope pursuant. If a person marks a ballot and signs the envelope on behalf of a voter, the person must indicate next to his or her signature that the mail ballot and envelope have been marked and signed on behalf of the voter. If a person assists a voter to mark a ballot and sign the envelope, the person or the voter must include on the return envelope his or her name, address and signature; and
- ▶ I declare under the penalty of perjury that: I am a resident of COUNTY NAME; I am the person whose name appears on this envelope; I have not voted another ballot from any other jurisdiction for this election.

Voter, sign here in ink. Power of attorney is not acceptable

☐ This ballot has been marked, and the envelope has been signed on behalf of the voter.

⁸⁷ [NRS 293.269919](#)

Printed Name of Person Providing Assistance

Signature of Person Providing Assistance

Address of Person Providing Assistance

The following statement must be provided to direct Spanish speaking voters to the Secretary of State's website, and must be included on both the envelope and the instruction sheet:

- ▶ Para obtener información en español, visite NVSOS.gov

A statement must be included notifying the voter that if they do not sign the mail ballot envelope, additional steps will be required to cure their signature.⁸⁸

- ▶ Failure to sign this envelope will result in your county election official contacting you for additional information.

The following statement regarding mail ballot timelines must be included:

- ▶ "To be accepted, this mail ballot must be postmarked on or before the day of the election and received by the clerk not later than 5:00 p.m. on the fourth day following the election or delivered by hand to the County Clerk/Registrar of Voters or any ballot drop box established by the county before the time set for closing of the polls."

Federal Write-in Absentee Ballot (FWAB)

The Federal Write-In Absentee Ballot (FWAB) is a form for absent Uniformed Service members, their families, and citizens residing outside the U.S. to vote in Federal elections. Voters using the FWAB are allowed to designate a political party preference for a particular race, rather than list the candidate by name.

⁸⁸ [NRS 293.269927](#)

Writing In the Name of a Political Party

In this example, the voter wrote in the name of a political party in a partisan general election on the FWAB. This should be counted as a valid vote for the candidate of the written-in political party in the designated contests.

Official Backup Ballot Federal Write-In Absentee Ballot (FWAB)	
Print clearly in blue or black ink.	
Instructions - This ballot can be used to vote for federal offices. - DO NOT write your name or any identifying number (SSN, driver's license) on this ballot. - Photocopy this page if you require additional room for candidates or ballot initiatives. - If you are voting in American Samoa, Guam, Puerto Rico, or the U.S. Virgin Islands, you may vote for Delegate or Resident Commissioner, and in presidential primaries. - State laws vary about using the FWAB for other offices like Governor or Mayor. Learn more online at FVAP.gov.	
Federal offices President and Vice President	libertarian

Counting FWAB Votes in Multi-Candidate Partisan Elections

If the voter can choose more than one candidate in a partisan contest and the voter wrote in the name of a political party on the FWAB, it should be counted as a valid vote for each candidate printed on the ballot for that race for the written-in political party. In the example below, the vote should be counted as a valid vote for each Democratic candidate qualified to appear on the ballot for State Representative and each Republican candidate qualified to appear on the ballot for Commissioner.

Non-federal offices		
Office	Candidate name	Political party
State Rep. LD 6		Dem.
Corp. Comm.		Rep.

Counting Returned Ballot Envelopes

Beginning on the first day of the period for early in-person voting, the clerk/registrar must begin returning ballots in TotalVote as they are received. The TotalVote ballot return process includes designating the method used to return the ballot (US mail, drop box, in person at the clerk's office), and the location of the drop box, if applicable. Ballots returned by the US Postal Service as undeliverable are also returned in TotalVote.

Handling Ballots Received in the Wrong County

If a ballot is received for a different county, the envelope must be dated and time-stamped at the time it was received and forwarded to the correct county as soon as practical. The

mail ballot shall be deemed to have been received by the correct County Clerk/Registrar of Voters at the day and time stamped on the return envelope by the first county.

Signature Reviewing Ballots

When a mail ballot with the signed returned envelope is processed, the clerk or an employee in the office of the County Clerk/Registrar of Voters verifies the signature either electronically or manually.⁸⁹ Some Nevada counties handle electronic signature verification as part of their ballot sorter process. Some Nevada counties signature verify using TotalVote. Both processes utilize the default signature contained on the TotalVote voter profile.

To check the signature by electronic means the electronic device captures a digital image of the signature and compares the image with images of the signature in the voter profile from Voter Registration Applications. If the digital image does not match, a manual review must take place.

The Secretary of State's Office has provided a [Forensic Signature Verification Training](#) for staff to review prior to verifying signatures. The video is available on the [Secretary of State's YouTube channel](#).

To check the signature used for a mail ballot manually, the clerk/registrar compares the mail ballot signature against all signatures available in the voter's record.⁹⁰

Acceptable Signatures

The signature used for the mail ballot may be a variation of the recorded signature of the voter and still be acceptable to validate the voter's identity:

- ▶ Initials substituted for the first or middle name
- ▶ Different punctuation in first, middle or last name
- ▶ Use of a common nickname
- ▶ Use of one last name for a person who has two last names

If the signature does not otherwise differ in multiple, significant and obvious respects from the signatures of the voter available in the records of the clerk; or if there are only slight dissimilarities between the signature used for the mail ballot and the signatures of the voter available in the records of the clerk, the signature would be considered valid.

If the signature used for the mail ballot matches the signature of the voter, the voter is entitled to cast the mail ballot. The ballot will be sent to tabulation according to

⁸⁹ [NRS 293.269927](#)

⁹⁰ [NRS 293.269927\(3\)\(4\)](#)

procedures established by the local election official for delivery to the Mail Ballot Central Counting Board to process and prepare for counting.

Signatures that Require Follow-up Verification

If at least **two employees** in the office of the clerk believe the signature used for the mail ballot *does not match* the signature of the voter on record, or the signature used for the mail ballot differs *in multiple, significant and obvious ways*, the ballot is marked as Rejected in TotalVote with the reason for rejection specified:⁹¹

- ▶ Signature Does Not Match
- ▶ Missing Signature
- ▶ Signature Swap (when two ballots from the same household have valid signatures but on the wrong ballots)

When a signature is rejected, the Signature Cure process is launched, giving the voter an opportunity to prove their identity through other means so their ballot can be counted.

Notice/Contact Requirements

The local election official must make contact as soon as possible by mail, telephone (if available in records of the County Clerk), and/or email.

TotalVote generates a Nevada Signature Cure notice that the local election official can send to contact the voter. The clerk must allow the voter to provide a signature or one of the following methods to confirm their identity:

- ▶ answer personally identifying questions from their voter registration application
- ▶ provide oral or written personal information
- ▶ provide proof of identification⁹²

Time Requirements

For a signature challenged mail ballot to be counted, the voter must provide a signature or a confirmation, as applicable, not later than 5 p.m. on the sixth day following the election.⁹³ If the deadline for receiving a mailed ballot or signature confirmation is a legal holiday, the deadline is extended until 5 p.m. the next working day.

If the voter successfully cures their signature, the clerk ensures the mail ballot is delivered to the Mail Ballot Central Counting Board

⁹¹ [NRS 293.269927\(7\)](#)

⁹² [NRS 293.277](#)

⁹³ [NRS 293.269927\(6\)](#)

Disposition of Signature Cure Ballots

The clerk must place rejected ballots in a separate envelope and note the precinct number and reason for rejection on the outside of the envelope. Clerks must keep records of the chain of custody for all ballots, including mailed ballots, reissued mail ballots, rejected mail ballots, verified mail ballots, duplicated mail ballots, and tabulated mail ballots.⁹⁴

Audit Requirements

The County Clerk/Registrar of Voters must periodically audit the work of each employee whose responsibilities include checking signatures on mail ballots. If the County Clerk/Registrar of Voters finds that an employee has an irregular acceptance or rejection rate, the clerk must retrain the employee or prohibit the employee from checking signatures on mail ballots⁹⁵

Electronic Signature Verification Device Security and Standards

An electronic device that is used to verify signatures on mail ballots may only be connected to a computer network for maintenance and support. When connected to the computer network, the electronic device must be operated on a closed, secure network behind a firewall. The County Clerk/Registrar of Voters must keep maintenance logs⁹⁶ documenting:

- ▶ The name of any person who provides maintenance or support to the electronic device; and
- ▶ The time and date the electronic device was accessed; and
- ▶ The reason for accessing the electronic device.

The daily audit of an electronic device used to verify signatures on mail ballots must comply with the following:⁹⁷

- ▶ The County Clerk/Registrar of Voters shall select a random sample of 1 percent of the mail ballots received before 3:00 p.m. from the previous 24-hour period for which the electronic device has verified the signatures.
- ▶ A team of bipartisan election board officers appointed by the County Clerk/Registrar of Voters must manually review the signatures selected in accordance with the established procedures.
- ▶ The election board officers must sign and date the daily audit report. The audit report must be deposited in the vaults of the County Clerk/Registrar of Voters.⁹⁸

⁹⁴ [NAC 293.334](#)

⁹⁵ [NAC 293.336](#)

⁹⁶ [NRS 293.269937](#)

⁹⁷ [NAC 293.339](#)

⁹⁸ [NRS 293.391](#)

If the team of election board officers rejects a signature that the electronic device verified, then the electronic device fails the audit, and the County Clerk/Registrar of Voters must:

- ▶ Immediately stop using the electronic device.
- ▶ Notify the Secretary of State in writing within 48 hours after the electronic device has failed the audit.
- ▶ Collaborate with the Secretary of State to identify the issue and implement a solution.

Tabulation (Counting) Procedures

Mail ballots cannot be counted (tabulated) until 15 days before the day of an election. However, there is no restriction on processing (scanning, signature verifying) mail ballots, which may begin as soon as the first mail ballot is received. Election boards must complete the count of all mail ballots on or before the seventh day following the election. The counting procedure must be open to the public following observation protocols⁹⁹:

Except as otherwise provided for Military and Overseas Electors,¹⁰⁰ mail ballots are processed as follows:

- ▶ Scan or manually enter the ballot barcode into TotalVote. The voter's name, registration details and signature are displayed.
- ▶ Either individually or as part of a batch, mark ballots as Received.
- ▶ Signature verify each ballot, either accepting or rejecting it. When rejecting a ballot, select the ballot rejection reason.
- ▶ If the board determines the voter is entitled to cast a mail ballot and all other processing steps have been completed, the return envelope is opened, and the mail ballot batched for tabulation.
- ▶ Accepted ballots will trigger an update to the registrant's vote history in TotalVote.

When all mail ballots have been accepted or rejected, except as provided for Military and Overseas Voters,¹⁰¹ empty envelopes and envelopes containing rejected mail ballots are delivered to the local election official. All envelopes containing rejected mail ballots must have the cause of rejection noted and the signature of an election board officer.

Not later than two (2) days before the date of delivery of the mail ballots to the mail ballot central counting board, the clerk must post a statement in their office notifying the public of the time at which the mail ballot central counting board is expected to begin and expected to temporarily recess during the counting procedure.¹⁰²

⁹⁹ [NRS 293.269931](#)

¹⁰⁰ [NRS 293D.200](#)

¹⁰¹ [NRS 293D.200](#)

¹⁰² [NRS 293.363](#) and [NRS 293C.362](#)

The voting results of the mail ballot vote in each precinct must be certified and submitted to the local election official, who add mail ballot results to the votes of the precinct that were cast in person. The returns of the mail ballot vote must be reported separately from in person votes unless reporting the returns separately would violate the secrecy of a voter's ballot.

Rejecting a Returned Ballot

If two or more ballots are found folded together to present the appearance of the single ballot, they must be laid aside until the count of the ballots is completed. If a majority of the inspectors believe that the ballots folded together were voted by one person, the ballots must be rejected and placed in an envelope, with the reason for their rejection written on the envelope. The envelope must be signed by the counting board officers and placed in the container or ballot box after the count has been completed.¹⁰³

Tabulating Results

Tabulation is the processing of totaling individual votes from all sources: in-person votes, mail ballots, and EASE ballots. Votes are tabulated in one of three ways in Nevada:

- ▶ Recorded electronically in-person on a Direct Recording Electronic (DRE) voting device
- ▶ Scanning selections made on paper ballots using an electronic scanner
- ▶ Hand-counting selections made on paper ballots.

After tabulating ballot selections, all methods and sources are combined using centralized software. For example, each Direct Recording Electronic voting device (DRE) saves totals onto removable media, which the centralized software reads in order to combine the totals for all the DREs. Paper ballots electronically scanned also use removable media to add the ballot selections recorded. Hand-counted paper ballot selection totals must be manually entered into the centralized software. The software combines the ballot selections for each county and provides a common data format for the Secretary of State to combine and report statewide totals, specifically for candidates and ballot questions spanning more than one county.

Determining Voter Intent

Votes in Nevada are cast either electronically during early voting or on Election Day, or on a paper ballot. Votes cast on paper ballots are submitted by-mail, drop box, or in-person during any time until 7pm Election Day. Local election officials, in consultation with the

¹⁰³ [NRS 293.363\(2\)\(a\)](#)

County Board of Commissioners, may decide which tabulation methods to use in their jurisdiction.

This section provides general guidance to assist elections officials in determining what constitutes a vote and how a voter's intent is applied in a consistent and uniform manner according to law, regardless of how or where a ballot is cast in Nevada.

Federal and state laws mandate uniform standards for counting votes. The Help America Vote Act of 2002 was passed in reaction to the controversy surrounding the 2000 U.S. Presidential Election. The Act established minimum election administration standards, including a mandate for each state to adopt uniform and nondiscriminatory standards that define what constitutes a vote and what will be counted as a vote. In 2003, the Nevada Legislature passed related laws, including the Nevada [Voter's Bill of Rights](#), which requires a uniform, statewide standard for counting and recounting all votes accurately.

The Nevada Legislature has established a state policy preventing Nevada Election Officials from engaging in a subjective analysis to decipher the intent of a voter which can lead to inconsistent results between jurisdictions.

Voter Responsibility

The Nevada Legislature has placed the onus on the voter to correctly mark their ballot. Any marking not found within the "designated space" *will not be counted as a vote.*

What constitutes a valid vote, how to properly mark a vote, and how to properly correct a mistake, as well as additional requirements and how they are applied are addressed below. The first step in determining voter intent is identifying when a ballot requires review.

Ballot Review

A ballot that requires review for voter intent is provided to the appropriate election board.

A bipartisan election board will review a ballot for voter intent when either a mechanical recording device or a hand-count identifies a ballot or contest for review. Instances when review of voter intent is

required occurs when there are marks in the space designated to be darkened to cast a vote such as a cross or check, there is writing or mark on the ballot not in the designated space to be darkened such as cross or check, or a voter casts more votes for an office than the voter is lawfully entitled. Keep in mind a ballot review can take place for issues other than voter intent, which this section does not address. Nevada law provides the following standards for counting and rejecting ballots.

Election law provides basic factors an election board must consider when deciding whether a particular ballot must be counted or rejected.

“...whether any identifying mark appears on the ballot which, in the opinion of the election board, constitutes an identifying mark such that there is a reasonable belief entertained in good faith that the ballot has been tampered with, and, as a result of the tampering, the outcome of the election would be affected.”

Regulations for counting ballots must include the following provisions:¹⁰⁴

- ▶ An error in marking one or more votes on a ballot does not invalidate any votes properly marked on that ballot.
- ▶ A soiled or defaced ballot may not be rejected if it appears that the soiling or defacing was inadvertent and was not done purposely to identify the ballot.
- ▶ Only approved devices may be used in marking ballots.¹⁰⁵
- ▶ It is unlawful for any election board officer to place any mark upon any ballot other than a spoiled ballot.

When an election board officer rejects a ballot for any alleged defect or illegality, the officer shall seal the ballot in an envelope and write upon the envelope a statement that it was rejected and the reason for rejecting it. Each election board officer shall sign the envelope.

Objective Analysis

Nevada law does not allow elections officials to undergo a subjective analysis of ballot marks to decipher the will of a voter. Only those marks in the designated space, including, without limitation, a cross or check may legally be counted as applicable. In determining whether a vote has been cast in a particular race.¹⁰⁶

About Regulations

NRS 293.3677(3)(b)

The Secretary of State shall adopt regulations establishing uniform, statewide standards for counting a vote cast by each method of voting used in this State that is not described in subsection 2, including, without limitation, a vote cast on a mechanical recording device which directly records the votes electronically.

NRS 293.3677(3)(a)

The Secretary of State has the authority to establish additional statewide, uniform standards through regulation

¹⁰⁴ NRS 293.367

¹⁰⁵ NRS 293/293B

¹⁰⁶ NRS 293.3677(2)(a) and NRS 293C.369(2)(a)

Nevada Legislature set forth the public policy of the State of Nevada regarding the counting of votes cast by paper ballot in Federal election years.¹⁰⁷

The conclusion of the Legislature is consistent with the practices of Nevada's county election administrators, and this interpretation serves as a reminder to those officials as well as notice to Nevada's voters casting a paper ballot.

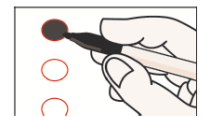
Standards for Counting Votes

Law establishes two standards for counting votes:¹⁰⁸

Standard 1 What may not be counted	Standard 2 What must be counted
If more choices than permitted by the instructions for a ballot are marked for any office or question, the vote for that office or question <i>may not be counted</i>. Writing or other marks on the ballot, including a cross, check, tear or scratch <i>may not be counted</i> as a vote.¹⁰⁹ IMPORTANT: An error in marking one or more votes on a ballot does not invalidate any votes properly marked on that ballot.	A vote is cast by darkening a designated space on the ballot. A vote <i>must be counted</i> if the designated space is darkened or there is a writing in the designated space, including a cross or check.

A vote is cast by darkening a designated space on the ballot.

INSTRUCTIONS TO VOTERS: To vote, completely fill in the oval to the right of your choice. Use only black or blue ink. DO NOT use red ink.



The Secretary of State's Interpretation further clarifies the determinative issues:

- ▶ When determining whether a vote has been cast in a particular race is whether all or a portion of the designated space has been marked.

The designated space on the ballot is defined in the instructions to be provided with every ballot.

To properly correct a mistake, the voter must:¹¹⁰

- ▶ Cross out the name of the candidate they **do not** wish to vote for.

¹⁰⁷ NRS 293.127 and NRS 293.3677

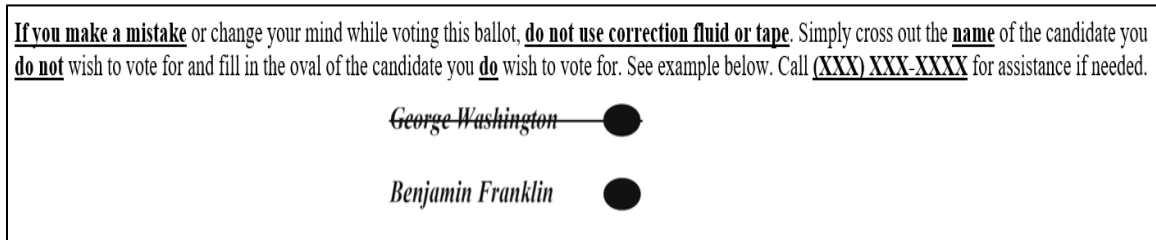
¹⁰⁸ NRS 293.3677(1)

¹⁰⁹ NRS 293.367(2)(a)

¹¹⁰ NAC 293.307

- Fill in the oval of the candidate they do wish to vote for.

The illustration below is an example of darkening designated spaces on a ballot and of correcting a mistake.



Other examples of darkening a designated space on the ballot may include an arrow, square, or as described above, an incomplete oval opposite a candidate's name or option.

Sample Ballot Markings

The following scenarios illustrate voter intent and must be applied consistently and uniformly statewide.

Scenario	Must be Counted	Must Not be Counted
Designated Space A vote is cast by darkening a designated space on the ballot.¹¹¹ The determining factor in whether a vote has been cast in a particular race is whether all or a portion of the designated space has been marked.	A vote must be counted if the designated space is darkened or there is a writing in the designated space, including, without limitation, a cross or check; and Any marks made within the designated space should be counted as a valid vote as long as the voter did not select more candidates or ballot questions than the maximum number allowed and none of the exceptions below apply.	Marks made inside the designated space should <u>not</u> be counted as a valid vote if the vote is corrected. Marks <i>outside</i> of the target area should <u>not</u> be counted, even if they form a pattern of similar marks as outlined.¹¹² Except as otherwise provided in paragraph (a), a writing or other mark on the ballot, including, without limitation, a cross, check, tear or scratch may not be counted as a vote.

¹¹¹ NRS 293.3677(2)

¹¹² NRS 293.3677

Scenario	Must be Counted	Must Not be Counted
Obvious Stray Marks	If the designated space for any Candidate contains a mark, it must be counted as an overvote. Nevada law is clear that any mark in the designated space is to be counted as a selection.	
Hesitation Marks	Even though a mark in the designated space may appear to be a hesitation mark, Nevada law requires any mark in a designated space to be counted as a selection.	
Written Instructions	The only acceptable method to correct a vote is with a line through the candidate's name.	Written instructions, no matter how clear, may not be used to determine voter intent.
Written Instructions Using Words	The only acceptable method of correction is by crossing out a candidate's name.	No correction that uses words should be accepted.
Soiled or Defaced Ballot See examples.	A soiled or defaced ballot may not be rejected if it appears that the soiling or defacing was inadvertent and was not done purposely to identify the ballot.	
Influence See example.	If handwritten notes do not identify the voter or suggest potential influence on the voter's selections, and the voter submitted the ballot, all valid votes on the ballot should be counted.	

Scenario	Must be Counted	Must Not be Counted
Pattern of Partisan Voting		Voter intent in any single contest should not be determined based on a pattern of partisan voting in other contests on the ballot. For example, the fact that a voter voted exclusively or primarily for candidates of one political party in other contests should not be used to conclude that the voter intended to vote for the candidate of that party in a particular contest where the voter's intent is otherwise unclear.
Pattern of Similar Marks	Optical ballot scanners use light sensors to identify breaks in light in a designated space to determine votes. A properly filled in oval will "break" the light detected by the sensors. If the sensors detect a break in light in a designated space, a mark or vote is recorded.	Marks made outside of the designated space should not be counted as valid votes, even if the voter uses a consistent pattern.¹¹³ Some vote tabulation equipment is only capable of identifying marks in designated spaces. Allowing ballots with marks outside the designated space to be counted enfranchises some voters while disenfranchising others. If there is no break in the light passed through the paper and detected by the sensor on the other side, no mark or vote is recorded. If more breaks in light are detected than allowed ("Vote for One") the scanner will identify the ballot for review by the duplication board.

¹¹³ [NRS 293.3677](#)

Scenario	Must be Counted	Must Not be Counted
Overvotes and Corrected Votes An overvote occurs where a voter marks more options than the maximum permitted for a candidate or ballot question.	A ballot can be duplicated with the intended vote if no ambiguity exists as to the intent of the voter. ¹¹⁴ An overvote does not invalidate the rest of the ballot or other contests that are legally voted. ¹¹⁵	No votes for and overvoted contest or ballot measure should be counted unless the voter has provided a correction. Voting system must be programmed not to count overvotes. A County Clerk/Registrar of Voters or City Clerk shall not duplicate any absent ballot which the voter has marked to indicate a correction or on which the voter has used correction tape or fluid unless the clerk determines that no ambiguity exists as to the intent of the voter.
Identifying Marks See examples.	If markings appear to be notes and do not appear to be intentional or tampering, the ballot should be counted. The ballot should be provided to the Ballot Duplication Board to move the valid votes to a ballot without handwritten notes before tabulation.	The basic factor to be considered by an election board when making a determination of whether a particular ballot must be rejected is whether any identifying mark on the ballot indicates the ballot has been tampered with and, as a result of the tampering, the outcome of the election would be affected. The election board must make the determination as a whole and have reason to believe the ballot has been tampered with.

¹¹⁴ [NAC 293.307\(2\)](#)

¹¹⁵ [NRS 293B.085](#)

Soiled or Defaced Ballots

In the following examples, the ballots show soiling or defacing. In reasonable and good faith, the soiling and defacing appear to be inadvertent.

ALL OFFICES NEVADA TEST COUNTY GENERAL ELECTION			
ELECTED OFFICE Four (4) Year Term VOTE FOR ONE			
Candidate A	DEM	☒	
Candidate B	NP	☐	
Candidate C	REP	☐	
None of these Candidates		☐	
ELECTED OFFICE Four (4) Year Term VOTE FOR ONE			
Candidate A	DEM	☐	
Candidate B	NP	☐	
Candidate C	REP	☒	
None of these Candidates		☐	
ELECTED OFFICE Four (4) Year Term VOTE FOR ONE			
Candidate A	DEM	☐	
Candidate B	NP	☐	
Candidate C	REP	☐	
None of these Candidates		☒	

All the valid votes on the ballot should be counted unless the soiling or defacing make it impossible to determine the intent of the voter. The soiling does not hinder the ability to read and interpret the voter's selections, such as the coffee ring covering a designated space that might otherwise be marked. All valid votes that can be identified should be counted.

Identifying Marks

Examples of identifying marks are provided below:

- ▶ unintentional notes/unlikely tampering
- ▶ influence

Unintentional Notes/Unlikely Tampering

In the example below, the voter's ballot contains properly marked designated spaces but also contains handwritten marks. Although the marks could be used to potentially identify a voter, the markings appear to be notes and do not appear to be intentional or

tampering. All the valid votes marked on the following ballots should be counted. Additionally, the following ballot should be provided to the Ballot Duplication Board to move the valid votes to a ballot without handwritten notes before tabulation.

ALL OFFICES NEVADA TEST COUNTY GENERAL ELECTION NOVEMBER OF ELECTION YEAR			
Groceries to get on the way home -milk -eggs -meat -~~cake~~ call real estate agent on billboard at (555) 555-5555			
	ELECTED OFFICE Four (4) Year Term VOTE FOR ONE	Candidate A Candidate B Candidate C None of these Candidates DEM NP REP ☐ ☒ ☐ ☐	
	ELECTED OFFICE Four (4) Year Term VOTE FOR ONE	☐ Candidate A ☒ Candidate B ☐ Candidate C ☐ None of these Candidates DEM NP REP ☐ ☒ ☐ ☐	

ALL OFFICES NEVADA TEST COUNTY GENERAL ELECTION NOVEMBER OF ELECTION YEAR			
Jamie, here is your ballot. We tried to reach you before leaving for vacation. I emailed a copy of your health insurance to your email (JamieJones@AOL.com?). I also mailed a copy to your residential address at 101 N. Main Street, Anytown, Same State, 89000. While on vacation you can reach us at (555) 555-5555. Have fun at college! Mom and Dad			
	ELECTED OFFICE Four (4) Year Term VOTE FOR ONE	Candidate A Candidate B Candidate C None of these Candidates DEM NP REP ☐ ☒ ☐ ☐	
	ELECTED OFFICE Four (4) Year Term VOTE FOR ONE	☐ Candidate A ☒ Candidate B ☐ Candidate C ☐ None of these Candidates DEM NP REP ☐ ☒ ☐ ☐	

Influence

In the following example, the designated spaces on the ballot are properly marked but erasures appear (the removal of writing, recorded material, or data) in other designated spaces and there is a handwritten note. The handwritten note does not identify the voter and suggests potential influence on the voter's selections.

All the valid votes on the ballot should be counted because the markings do not identify the voter, and the voter submitted the ballot. The decision to withhold a ballot for potential influence, whether accepted or undue, is not the responsibility when applying voter intent. The voter has options to report any potential fraud or undue influence via other avenues.

The following ballot should be provided to the Ballot Duplication Board to move the valid votes to a ballot without handwritten notes before tabulation.

ALL OFFICES					
NEVADA TEST COUNTY					
GENERAL ELECTION					
NOVEMBER OF ELECTION YEAR					
<i>My love - I saw your ballot on the counter and corrected your votes. Please sign your return envelope and I will continue to pay the rent.</i>					
	ELECTED OFFICE Four (4) Year Term VOTE FOR ONE	Candidate A DEM Candidate B NP Candidate C REP None of these Candidates		ELECTED OFFICE Four (4) Year Term VOTE FOR ONE	☐ Candidate A DEM ☒ Candidate B NP ☐ Candidate C REP ☐ None of these Candidates

In the following example, the ballot is properly marked but the ballot contains handwritten notes in the header that clearly identify the voter. Nevada law requires rejecting any paper ballot that has been marked in a way that identifies the voter¹¹⁶. Although clearly unintentional, a reasonable person would be able to identify the voter as a person by the full name “Jamie Jones” but also identifies the voter’s residential address. This ballot must be rejected by the Ballot Inspection Board, and no votes may be counted even if properly marked.

Ballot Duplication

If a vote is properly marked or properly corrected and no ambiguity exists as to the intent of voter, the ballot may be duplicated by the duplication board to be submitted for tabulation.

¹¹⁶ [NRS 293.367](#)

The following example illustrates how ballot duplication allows the voter's selections to be submitted for tabulation with original ballots corrections.

<u>Original Ballot</u>				<u>Duplication Board</u>	<u>Duplicated Ballot</u>																																													
■ ■ ■ ■ ■ ■ ■ ■ <table><tr><th colspan="3">ELECTED OFFICE</th></tr><tr><td colspan="3">Four (4) Year Term</td></tr><tr><td colspan="3">VOTE FOR ONE</td></tr><tr><td>Candidate A</td><td>DEM</td><td>☒</td></tr><tr><td>Candidate B</td><td>NP</td><td>☒</td></tr><tr><td>Candidate C</td><td>REP</td><td>☐</td></tr><tr><td>None of these Candidates</td><td></td><td>☐</td></tr></table>				ELECTED OFFICE			Four (4) Year Term			VOTE FOR ONE			Candidate A	DEM	☒	Candidate B	NP	☒	Candidate C	REP	☐	None of these Candidates		☐	➡	■ ■ ■ ■ ■ ■ ■ ■ <table><tr><th colspan="3">ELECTED OFFICE</th></tr><tr><td colspan="3">Four (4) Year Term</td></tr><tr><td colspan="3">VOTE FOR ONE</td></tr><tr><td>Candidate A</td><td>DEM</td><td>☒</td></tr><tr><td>Candidate B</td><td>NP</td><td>☐</td></tr><tr><td>Candidate C</td><td>REP</td><td>☐</td></tr><tr><td>None of these Candidates</td><td></td><td>☐</td></tr></table>				ELECTED OFFICE			Four (4) Year Term			VOTE FOR ONE			Candidate A	DEM	☒	Candidate B	NP	☐	Candidate C	REP	☐	None of these Candidates		☐
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Hand Counts

Nevada has established specific regulations governing the hand counting of ballots. These regulations are designed to ensure transparency, accuracy, and public confidence in the election process.¹¹⁷

Tally Teams - County Procedures

County clerks may, in consultation with the board of county commissioners, conduct a hand count of the ballots voted in an election for:

- ▶ All contests on the ballot.
- ▶ A specified number of contests on the ballot, as determined by the clerk.
- ▶ A specified sample of the precincts in the city or county, as determined by the clerk.

If a hand count is conducted, the hand count must:

- ▶ Be completed on or before the seventh day following the election; and
- ▶ Be conducted using the forms prescribed by the Secretary of State for tallying the results of the hand count.

A clerk may use an electronic tabulator to validate the results of the hand count.

¹¹⁷ [NAC 293](#); [NRS 293.367](#) to [NRS 293.370](#)

The clerk shall establish a sufficient number of hand count tally teams to conduct the hand count. Each hand count tally team must consist of at least four election board officers, who must not all be of the same political party, as follows:

- ▶ One **reviewing clerk**: reviews the conduct of the hand count tally team
- ▶ One **verification clerk**: ensures ballots are tallied correctly
- ▶ Two **tally clerks**: Separately record votes on the appropriate tally form.

To the extent practicable, at least one election board officer on each hand count tally team must be a registered voter whose political party affiliation is nonpartisan.

In addition to the election board officers appointed to a hand count tally team, the clerk may appoint to a hand count tally team:

- ▶ One election board officer to **supervise the overall conduct** of the hand count, including, without limitation, tracking the progress of the hand count, ensuring compliance with this regulation, and reporting any issues or concerns to the clerk.
- ▶ One election board officer to **supervise and ensure compliance** with the requirements for observation of the hand count by the general public, including, without limitation, ensuring that the general public is able to observe the hand count and ensuring that the general public does not distract or interfere with the hand count tally team.

An election board officer appointed to a hand count tally team:

- ▶ May not work more than 8 hours in a 24-hour period.
- ▶ Must wear a short-sleeved shirt or a shirt with sleeves rolled above the elbows so that the arms are always bare from the elbow down.
- ▶ Must wear gloves at all times.

Each hand count tally team must be positioned around a single workspace and maintain a distance of not less than 10 feet from the center of the table to the center of any other table containing a hand count tally team to reduce the risk of overhearing the other hand count tally team counting the ballots. Hand count tally teams are allowed to talk but must not read the votes aloud to be tallied or discuss information concerning the tallied number of votes.

Prior to conducting a hand count of the ballots voted in an election, the election board officers must prepare to count the ballots by: ¹¹⁸

- ▶ The container that holds the ballots or the ballot box must be opened and the ballots contained therein counted by the counting board and opened far enough to ascertain whether each ballot is single.

¹¹⁸ [NRS 293.363](#)

- If two or more ballots are found folded together to present the appearance of a single ballot, they must be laid aside until the count of the ballots is completed.
- If a majority of the inspectors are of the opinion that the ballots folded together were voted by one person, the ballots must be rejected and placed in an envelope, upon which must be written the reason for their rejection.
- The envelope must be signed by the counting board officers and placed in the container or ballot box after the count is completed.
- ▶ If the ballots in the container or box are found to exceed the number of names as are indicated on the roster as having voted, the ballots must be replaced in the container or box.
 - A counting board officer, with his or her back turned to the container or box, shall draw out a number of ballots equal to the excess.
 - The excess ballots must be marked on the back thereof with the words “Excess ballots not counted.”
 - The excess ballots must be immediately sealed in an envelope and returned to the County Clerk/Registrar of Voters with the other ballots rejected for any cause.
- ▶ When the number of ballots:
 - Agrees with the number of names of registered voters shown to have voted, the board shall proceed to count.
 - Does not match the number of voters, a record of the discrepancy must be made.

After the ballots are prepared for counting, the election board may use an electronic tabulator to calculate the results of the tally of the votes cast in a contest on the ballot.

A hand count of the ballots must be tallied **at least twice** by the hand count tally team for each contest on the ballot that will be hand counted. The results of each tally of the ballots for each contest must match exactly. If the results do not match, the hand count must be conducted again until the results match one of the previous tallies.

In addition, each hand count tally team shall process the ballots in the following manner:

- ▶ For a presidential preference primary election, the ballots must be sorted by each major political party to be tallied separately, with a tally form for each candidate listed on the ballot for each respective political party.
- ▶ For a primary election, the ballots must be sorted by political party and nonpartisan ballots to be tallied separately, with a Republican tally form, a Democrat tally form, and a nonpartisan tally form.

- ▶ The ballots must be divided into separate stacks containing not more than 25 ballots per stack. Each stack must be tallied separately.

Each tally clerk shall silently read to themselves from each ballot the choice of the voter, as indicated by the writing in the designated space on the ballot that indicates the voter's intent, including, without limitation, a cross or check.

After silently reading each ballot, the tally clerk:

- ▶ Tallies the vote on the appropriate tally form, depending on whether the ballot has been cast in a presidential preference primary, primary or general election.
 - If the election is a presidential preference primary election, the tallied votes should be noted on the form for the applicable candidate for the applicable political party.
 - If the election is a primary election, the tally votes should be noted on the tally form for the applicable political party or the nonpartisan tally form.
- ▶ Places a short perpendicular hash mark on the tally form opposite the name of the candidate or ballot question voted for the first through fourth vote for the same candidate or ballot question.
- ▶ For every fifth vote for the same candidate or ballot question, place a horizontal hash mark through the previous four perpendicular hash marks.
- ▶ After tallying each ballot, the tally clerk lays the ballot face down on the table to distinguish the counted ballot from the uncounted ballots. After each stack of ballots is counted, the tally clerk exchanges the stack of tabulated ballots with the other tally clerk on the hand count tally team. Once both tally clerks have counted a stack of ballots, the reviewing clerk ensures the ballots are tied with a string or bound with a paper clip, binder clip or rubber band in a stack of not more than 25 ballots.

The verification clerk oversees the work of the two tally clerks to ensure that the tally count matches the same stack of ballots. If the count of the tally clerks:

- ▶ Matches, the tally must continue.
- ▶ Does not match, the reason for the discrepancy must be identified and corrected before the hand count tally team may continue tallying.

The Office of the Secretary of State may supervise or assist in a hand count of the ballots voted if requested by a clerk, but the clerk is the party responsible for the hand count.

The clerk provides all writing devices to a hand count tally team conducting a hand count. A member of a hand counting tally team may not use or bring any other writing device to the physical location where the ballots will be hand counted.

The writing devices provided by the clerk:

- ▶ Must be uniform in color and style.
- ▶ Must not write in blue or black ink.
- ▶ Must not be pencils.

Tally Teams - City Procedures

Each City Clerk may, in consultation with the governing body of the city, conduct a hand count of the ballots voted in a city election for:

- ▶ All contests on the ballot; or
- ▶ A specified number of contests on the ballot, as determined by the City Clerk; or
- ▶ A specified sample of the precincts in the city, as determined by the City Clerk.

If a hand count is conducted, it must be conducted:

- ▶ In accordance with the requirements of this regulation.
- ▶ On or before the 7th day following the city election.
- ▶ Using the forms prescribed by the Secretary of State for tallying the results of the hand count.

A City Clerk may use an electronic tabulator to validate the results of the hand count.

The City Clerk must establish a sufficient number of hand count tally teams to conduct the hand count. Each hand count tally team must consist of at least four election board officers, who must not all be of the same political party, as follows:

- ▶ One **reviewing clerk**, to review the conduct of the hand count tally team.
- ▶ One **verification clerk**, to ensure that the ballots are tallied correctly.
- ▶ Two **tally clerks**, to separately record the votes on the appropriate tally form.

To the extent practicable, at least one election board officer on each hand count tally team must be a registered voter whose political affiliation is nonpartisan.

In addition to the election board officers appointed to a hand count tally team, the City Clerk may appoint to a hand count tally team:

- ▶ **One election board officer** to supervise the overall conduct of the hand count, including, without limitation, tracking the progress of the hand count, ensuring compliance with the requirements of this regulation and reporting any issues or concerns to the City Clerk.
- ▶ **One election board officer** to supervise and ensure compliance with the requirements for observation of the hand count by the general public, including, without limitation, ensuring that the general public is able to observe the hand count and ensuring that the general public does not distract or interfere with the hand count tally team.

An election board officer appointed to a hand count tally team:

- ▶ May not work more than 8 hours in a 24-hour period.
- ▶ Must wear a short-sleeved shirt or a shirt with sleeves rolled above the elbows so that the arms are bare from the elbow down at all times while working their shift.
- ▶ Must wear gloves at all times while working their shift.

Each hand count tally team must be positioned around a single workspace and maintain a distance of not less than 10 feet from the center of the table to the center of any other table containing a hand count tally team to reduce the risk of overhearing the other hand count tally team counting the ballots. Hand-count tally teams are allowed to talk but must not read out loud the votes to be tallied or discuss information concerning the tallied number of votes.

Before conducting a hand count of the ballots voted in a city election, the election board officers must prepare to count the ballots by:¹¹⁹

- ▶ The container that holds the ballots or the ballot box must be opened and the ballots contained therein counted by the counting board and opened far enough to ascertain whether each ballot is single.
 - If two or more ballots are found folded together to present the appearance of a single ballot, they must be laid aside until the count of the ballots is completed.
 - If a majority of the inspectors are of the opinion that the ballots folded together were voted by one person, the ballots must be rejected and placed in an envelope, upon which must be written the reason for their rejection.
 - The envelope must be signed by the counting board officers and placed in the container or ballot box after the count is completed.
- ▶ If the ballots in the container or box are found to exceed the number of names as are indicated on the roster as having voted, the ballots must be replaced in the container or box.
 - A counting board officer, with his or her back turned to the container or box, shall draw out a number of ballots equal to the excess.
 - The excess ballots must be marked on the back thereof with the words "Excess ballots not counted."
 - The excess ballots must be immediately sealed in an envelope and returned to the County Clerk/Registrar of Voters with the other ballots rejected for any cause.

¹¹⁹ [NRS 293C.362](#)

- ▶ When the number of ballots agrees with the number of names of registered voters shown to have voted, the board shall proceed to count.

If there is a discrepancy between the number of ballots and the number of voters, a record of the discrepancy must be made.

After the ballots are prepared for counting, the election board may use an electronic tabulator to calculate the results of the tally of the votes cast in a contest on the ballot.

A hand count of the ballots must be tallied at least twice by the hand count tally team appointed pursuant to this regulation for each contest on the ballot that will be hand counted. The results of each tally of the ballots for each contest must match exactly. If the results do not match, the hand count must be conducted again until the results match one of the previous tallies.

Additionally, each hand count tally team shall process the ballots in the following manner:

- ▶ The ballots must be divided into separate stacks containing not more than 25 ballots per stack. Each stack must be tallied separately.
- ▶ Each tally clerk shall silently read to themselves from each ballot the choice of the voter, as indicated by the writing in the designated space on the ballot that indicates the voter's intent, including, without limitation, a cross or check.

After silently reading each ballot, the tally clerk:

- ▶ Tallies the votes on the tally form.
- ▶ Places a short perpendicular hash mark on the tally form opposite the name of the candidate or ballot question voted for the first through fourth vote for the same candidate or ballot question.
- ▶ For every fifth vote for the same candidate or ballot question, places a horizontal hash mark through the previous four perpendicular hash marks.

After tallying each ballot, the tally clerk lays the ballot face down on the table to distinguish the counted ballot from the uncounted ballots. After each stack of ballots is counted, the tally clerk shall exchange the stack of tabulated ballots with the other tally clerk on the hand count tally team. Once both tally clerks have counted a stack of ballots, the reviewing clerk shall ensure the ballots are tied with a string or bound with a paper clip, binder clip or rubber band in a stack of not more than 25 ballots.

The verification clerk shall oversee the work of the two tally clerks to ensure that the tally count matches the same stack of ballots. If the count of the tally clerks:

- ▶ Matches, the tally must continue.
- ▶ Does not match, the reason for the discrepancy must be identified and corrected before the hand count tally team may continue tallying.

The Office of the Secretary of State may supervise or assist in a hand count of the ballots voted if requested by a City Clerk, but the City Clerk is responsible for the hand count.

The City Clerk shall provide all writing devices to a hand count tally team conducting a hand count. A member of a hand count tally team may not use or bring any other writing device to the physical location where the ballots will be hand counted. The writing devices provided by the City Clerk must:

- ▶ Be uniform in color and style.
- ▶ Not write in blue or black ink.
- ▶ Not be pencils.

Tally Lists

When all votes have been counted, the counting board officers produce a tally list organized by precinct and ballot type indicating the number of votes that each candidate received. The votes for and against any question submitted to the election are also entered. Before each counting board adjourns, a copy of the voting results are to be posted in a conspicuous place outside the counting location. All results are “unofficial” until signed as certified as official results by the board of county commissioners as part of the Canvass.

Recounts

A candidate in any election or any registered voter may request a recount and/or contest an election. An election may be contested on any of the following grounds.¹²⁰

Grounds for Requesting a Recount	
Category of Allegation	Claim
Malfeasance	The election board or any member thereof was guilty of malfeasance.
Candidate ineligible	A person who has been declared elected to an office was not at the time of election eligible to that office.

¹²⁰ [NRS 293.400 - NRS 293.423](#) and [NAC 293.361 - NRS 293.375](#)

Grounds for Requesting a Recount	
Category of Allegation	Claim
Illegal votes counted or legal votes not counted	Illegal or improper votes were cast and counted, legal and proper votes were not counted, or a combination of the circumstances occurred in an amount that is equal to or greater than the margin between the contestant and the defendant, or otherwise in an amount sufficient to raise reasonable doubt as to the outcome of the election.
Election board errors	The election board, conducting the election or canvassing the returns, made errors sufficient to change the result of the election.
Manipulation	The defendant or any person acting, either directly or indirectly, on behalf of the defendant has given, or offered to give, to any person of value for the purpose of manipulating or altering the outcome of the election.
Voting system malfunction	There was a malfunction of any voting device or electronic tabulator, counting device, or computer in a manner sufficient to raise reasonable doubts as to the outcome of the election. ¹²¹

Statewide, multi-county, and single county recounts must include a count and inspection of all ballots, including rejected ballots, and must determine whether all ballots are marked as required by law. All ballots must be recounted in the same manner in which the ballots were originally tabulated.¹²²

Different contests have unique recount requirements. For specific information on election contests, see the recall petition section.

Presidential Elector

A recount of the vote for the presidential preference primary election may be demanded within 3 working days¹²³ after the Secretary of State certifies the number of votes received by each qualified candidate.¹²⁴

A candidate for the office of presidential elector may demand and receive a recount of the vote to determine the number of votes received for the candidate and the number of votes received for the person who won the election if, on or before the 13th day following the election, the candidate who demands the recount¹²⁵:

¹²¹ [NRS 293.410](#)

¹²² [NRS 293.404\(3\)](#)

¹²³ [NRS 293.403](#)

¹²⁴ [NRS 298.720](#)

¹²⁵ [NRS 293.424](#)

- ▶ Files a demand of recount in writing with the Secretary of State; and
- ▶ Deposits the estimated costs of the recount, with the Secretary of State, as determined by the Secretary of State.

A recount must commence within one (1) day after the demand is filed, and it must be completed within five (5) days after the recount began.

A candidate for the office of presidential elector or any registered voter of this State may contest the election of a candidate to the office of presidential elector.

The following requirements apply:

- ▶ To contest the election, the candidate or registered voter, as applicable, must file with the clerk of the district court a written statement of contest not more than 2 working days after the canvass of the returns by the Supreme Court.
- ▶ The statement of contest must be prepared.¹²⁶
- ▶ The court must set the matter for a hearing not more than 5 days after the filing of the statement of contest and must determine the results of the contest before the deadline to issue and submit the certificate of ascertainment pursuant to 3 U.S.C. § 5. Election contests take precedence over all regular business of the court in order that results of elections shall be determined as soon as practicable.
- ▶ The court may refer the contest to a special master in the manner provided by the Nevada Rules of Civil Procedure, and the special master shall have all powers necessary for a proper determination of the contest.

Statewide, Multi-County, and County Contest Recounts

Statewide races are those which are voted upon by all voters of the entire State of Nevada. The filing officer for statewide offices is the Secretary of State.¹²⁷ A recount cannot be demanded prior to the official canvass of the vote. A demand for a recount must be made in writing within three (3) working days after the canvass of the vote and must be filed with the Secretary of State.¹²⁸

A multi-county office or multi-county ballot question is voted upon by all or part of more than one county in Nevada. The demand for a recount in this jurisdiction must be made in writing to the Secretary of State within three (3) working days of the canvass of the vote, and must include all counties which comprise the district¹²⁹

¹²⁶ [NRS 293.407](#)

¹²⁷ [NRS 293.057](#), [NRS293.185](#)

¹²⁸ [NRS 293.403\(1\)](#)

¹²⁹ [NRS 293.403](#)

Single county races and single county ballot questions are those that are wholly comprised of all or part of one single county. The filing officer for the single county offices is the County Clerk/Registrar of Voters for that county.¹³⁰

Not later than one (1) day before the start of a recount, the Clerk/Registrar shall post a statement in his or her office that notifies the public of the date the recount board will begin the recount of votes, the time at which the recount board is expected to begin and any times during which the recount board is expected to temporarily recess during the recount of votes.

City Recounts

City races and city ballot questions are those that are wholly composed of all or part of one city. The filing officer for a single city recount is the City Clerk for that city.¹³¹ Some cities hold their elections to coincide with state elections in even numbered years.¹³² For these cities, see information under single county recounts for timeframes. Please check with the City Clerk about additional requirements the city may have.

A demand for a city recount must be made with the City Clerk within three (3) working days after the canvass of the vote. Contact the appropriate City Clerk for the scheduled date of the canvass.¹³³

The demand for a recount must be accompanied by a deposit made in advance with the appropriate City Clerk for the estimated cost of the recount.¹³⁴ Payment can generally be made in cash, cashier's check, by credit card or certified check, but verify with the City Clerk as to what type of payment they accept.

Requesting a Recount or Contesting an Election

For the offices of the State Assembly, State Senator, Governor, Lieutenant Governor or Justice of the Supreme Court, the General Election contest must be filed with the Secretary of State.¹³⁵ For all other election contests, the election contest is filed with the District Court in the affected county.¹³⁶

With the exception of the Assembly, State Senate, Governor, Lieutenant Governor, and Justice of the Supreme Court, the court shall set the contest hearing not less than five (5)

¹³⁰ [NRS 293.403\(1\)](#) and [293.185\(2\)](#)

¹³¹ [NRS 293.403\(1\)](#)

¹³² [NRS 293C.115](#)

¹³³ [NRS 293.403\(1\)](#) and [NRS 293C.387](#)

¹³⁴ [NRS 293.403\(1\)\(b\)](#)

¹³⁵ [NRS 293.425\(1\)](#) & [NRS 293.430\(1\)](#)

¹³⁶ [NRS 293.407\(2\)](#)

days nor more than ten (10) days after the filing of the statement of contest. Election contests shall take precedence over all regular business of the court.¹³⁷

Except where the contest involves the General Election for the office of the Governor, Lieutenant Governor, Assemblyman, Assemblywoman, State Senator, Justice of the Supreme Court or Judge of the Court of Appeals, a candidate or voter who wishes to contest an election, including election to the office of presidential elector, must file a statement of contest with the District Court Clerk no later five (5) days after a recount is completed and no later than fourteen (14) days after the election if no recount is demanded.

The written statement must include the following:

- ▶ The name of the contestant and that the contestant is a registered voter of the political subdivision in which the election to be contested or part of it was held.
- ▶ The name of the defendant.
- ▶ The office to which the defendant was declared elected.
- ▶ The particular grounds of contest and the section of Nevada Revised Statutes pursuant to which the statement is filed.
- ▶ The date of the declaration of the result of the election and the body or board which canvassed the returns.

The contestant in a contest of a General Election for an Assemblyman, Senator, Governor, Lieutenant Governor or Justice of the Supreme Court must file a written statement with the Secretary of State no later than five (5) days after a recount is completed or no later than fourteen (14) days after the election if no recount is demanded.

The contestant in a contest of a General Election for an Assemblyman or Senator may amend the statement of contest filed by filing an amended statement of contest on or before December 15th of the year immediately preceding a regular legislative session. The Secretary of State shall deliver the statement of contest to the presiding officer of the appropriate house of the Legislature on the day of the organization of the Legislature. The contestant may withdraw his/her statement of contest before the contest has been decided by giving written notice to the Secretary of State, who shall dismiss the contest. The contest, if not dismissed, must be heard and decided by that house of the Legislature. If, after hearing the contest, the house decides to declare the contestant elected, the Governor shall execute a certified of election and deliver it to the contestant. The certificate of election previously issued to the other candidate is void.¹³⁸

¹³⁷ NRS 293.413(2)

¹³⁸ NRS 293.425; NRS 293.427; NRS 293.413(1)

The statement of contest for General Election contests involving the office of the Governor, Lieutenant Governor, or Justice of the Supreme Court will be delivered by the Secretary of State to the Speaker of the Assembly on the day of the organization of the Legislature.

A joint session of both houses must be convened within ten (10) days of receipt of the statement of contest. The contests shall be decided by the majority vote of the elected membership of both houses within thirty (30) days after the contest hearing is begun. If the houses decide to declare the contestant elected, the Secretary of State shall execute and deliver a certificate of election to the contestant. The certificate of election previously issued to the other candidate is void.¹³⁹

If the contest is dismissed for insufficiency or for lack of prosecution, or if the court confirms the election, the person who filed the contest is responsible for the court costs. If the election is annulled or set aside for errors or malfeasance of any election official in the conduct of the election or in canvassing the returns, the costs shall be charged against the state or political subdivision in which the election was held. When an election is annulled or set aside on any other ground, the defendant (for example, the losing candidate or the election officials) is responsible for court costs.¹⁴⁰

Recount Board

The Clerk/Registrar of each county must:

- ▶ Employ a Recount Board which conducts the recount.
- ▶ Act as chairman of the Recount Board (unless the recount is for the office of County Clerk).
- ▶ Unseal all ballots to be recounted and provide them to the Recount Board.

The Recount Board examines all ballots from the selected precincts to determine whether the ballots were voted in accordance with state election laws.

The recount must include a count and inspection of all ballots, including rejected ballots, to determine whether all ballots were marked as required by law.

When a Recount Confirms a Tie

If, after a recount, two or more candidates receive an equal number of votes, which is sufficient for the election of one or more but fewer than all of them to the office, the candidate elected must be determined as follows:

¹³⁹ [NRS 293.413\(1\); 293.430; 293.433; 293.435](#)

¹⁴⁰ [NRS 293.420](#)

- ▶ In a general election for a United States Senator, Representative in Congress, state officer who is elected statewide or by district, district judge, or district officer whose district includes area in more than one county, the Legislature shall, by joint vote of both houses, elect one of those persons to fill the office.
- ▶ In a primary election for a United States Senator, Representative in Congress, state officer who is elected statewide or by district, district judge, or district officer whose district includes area in more than one county, the Secretary of State must summon the candidates who have received the tie votes to appear before the Secretary of State at a time and place designated by the Secretary of State and the Secretary of State shall determine the tie by lot. If the tie vote is for the office of Secretary of State, the Governor shall perform these duties.

For any office of a county, township, incorporated city, city organizer under a special charter where the charter is silent as to determination of a tie vote, or district which is wholly located within one county, the County Clerk/Registrar of Voters shall summon the candidates who have received the tie votes to appear before the County Clerk/Registrar of Voters at a time and place designated by the County Clerk/Registrar of Voters and determine the tie by lot. If the tie vote is for the office of the County Clerk/Registrar of Voters, the board of county commissioners shall perform these duties.

The summons must be mailed to the address of the candidate at least five (5) days before the day fixed for the determination of the tie vote and must contain the time and place where the determination will take place.¹⁴¹

Cost of a Recount

Statewide or Multi-County Recount

The written demand must be accompanied by a deposit of the estimated cost of the recount made in advance with the appropriate filing officer. At the request of the Secretary of State, each County Clerk/Registrar of Voters shall calculate the estimated cost for that county and notify the Secretary of State of the cost in writing. The determination of estimated or actual costs of any recount must be made in accordance with Nevada law.¹⁴²

If the person who demanded the recount prevails, the advance deposit must be refunded in full by the Secretary of State.¹⁴³

Otherwise, if the person who demanded the recount does not prevail and the cost of the recount is greater than the advance deposit, the person must, upon demand by the

¹⁴¹ [NRS 293.400](#)

¹⁴² [NAC 293.375](#)

¹⁴³ [NRS 293.405\(1\) & \(2\)](#)

Secretary of State, pay the deficiency. Or if the advance deposit is greater than the cost of the recount, the excess shall be refunded by the Secretary of State.

In the event of conducting a statewide recount, the Secretary of State may charge the candidate for the actual expenses incurred in organizing the recount.¹⁴⁴

When two or more recounts are demanded in any election district in the State, the recounts must be conducted simultaneously. If all of the candidates who requested the recount fail to prevail at the end of the recount, the cost of the recount must be divided equally among those candidates.¹⁴⁵

County Recount

The county in which the recount is sought shall furnish the candidate with the estimated cost of the recount upon request by the person demanding the recount.¹⁴⁶

In determining the estimated or actual cost of any recount, the cost may include:

- ▶ Utilities used in a public building which is occupied for a recount before or after the normal hours of business.
- ▶ Rent for the use of a building not owned by the public.
- ▶ Salaries for overtime work of regularly employed members of the staff who normally handle elections.
- ▶ Salaries for other employees are engaged for the recount.
- ▶ Services rendered by the personnel of the Office of the Chief Information Officer within the Office of the Governor or the agency of the county or city that is charged with the responsibility of administering a telecommunications or computer system for the county or city and the computer time associated with the recount.
- ▶ Mileage and per diem allowances for election officials who attend meetings at the request of the candidate.
- ▶ Extra materials ordered for the particular recount, such as tally books; and
- ▶ Any required support from vendors of equipment or materials used in the recount.

The cost of a recount may not include:

- ▶ Utilities used during the regular hours of business in a public building which is normally used for the purpose of elections.
- ▶ Rent in a public building which is normally used for the purpose of elections.

¹⁴⁴ [NAC 293.375\(2\)](#)

¹⁴⁵ [NAC 293.375\(3\)](#)

¹⁴⁶ [NRS 293.403\(3\)](#)

- ▶ During their normal hours of employment, the salaries of regularly employed members of the staff who normally handle elections; or
- ▶ Payment for overtime work which is not allowed by the county to the county for conducting the recount.

If the person who demanded the recount prevails, the advance deposit must be refunded in full by the county.¹⁴⁷

Otherwise, if the person who demanded the recount does not prevail and the cost of the recount is greater than the advance deposit, the person shall, upon demand by the county, pay the deficiency. If the deposit is greater than the cost of the recount, the excess must be refunded by the county.

City Recount

The city in which the recount is sought shall furnish the person demanding the recount with the estimated cost of the recount upon request.¹⁴⁸

In determining the estimated or actual cost of any recount, the cost may include:

- ▶ Utilities used in a public building which is occupied for a recount before or after the normal hours of business; or
- ▶ Rent for the use of a building not owned by the public; or
- ▶ Salaries for overtime work of regularly employed members of the staff who normally handle elections; or
- ▶ Salaries for other employees engaged for the recount; or
- ▶ Services rendered by the personnel of the Office of the Chief Information Officer within the Office of the Governor or the agency of the county or city that is charged with the responsibility of administering a telecommunications or computer system for the county or city and the computer time associated with the recount; or
- ▶ Mileage and per diem allowances for County or City Clerks who attend meetings at the request of the candidate; or
- ▶ Extra materials ordered for the particular recount, such as tally books; and
- ▶ Any required support from vendors of equipment or materials used in the recount.

The cost of a recount may not include:

- ▶ Utilities used during the regular hours of business in a public building which is normally used for the purpose of elections; nor

¹⁴⁷ [NRS 293.405\(1\) & \(2\)](#)

¹⁴⁸ [NRS 293.403\(3\)](#)

- ▶ Rent in a public building which is normally used for the purpose of elections; nor
- ▶ During their normal hours of employment, the salaries of regularly employed members of the staff who normally handle elections; nor
- ▶ Payment for overtime work which is not allowed by the county or city to the county or City Clerk for conducting the recount.

If the person who demanded the recount prevails, the advance deposit shall be refunded in full by the city.

Otherwise, if the person who demanded the recount does not prevail and the cost of the recount is greater than the advance deposit, the person must, upon demand of the city, pay the deficiency. If the advance deposit is greater than the cost of the recount, the excess must be refunded by the city.¹⁴⁹

Observing the Recount

The public and each candidate and/or the candidate's representative may observe the recount, but observers may not challenge ballots or interfere in any way with the determination of the Recount Board as to how ballots are counted. Observers are subject to removal if they interfere in the counting procedures.

Prior to observing the recount of votes, an observer must sign an acknowledgment agreeing to the following prohibitions:

- ▶ Using a mobile telephone or computer within the facility in which the recount is occurring.
- ▶ Advocating for or against a candidate, political party or ballot question.
- ▶ Arguing for or against or challenging any decisions of county or city election personnel.
- ▶ Talking to election personnel other than the election personnel designated by the clerk/registrar to answer questions from any person observing the conduct of a recount of votes pursuant to this section.
- ▶ Interfering with the conduct of the recount.
- ▶ Interfering with county or city election personnel in the performance of any duty of such personnel.
- ▶ Any observer found to be in violation may be removed from the recount facility by the Clerk/Registrar.

The Clerk/Registrar may, at his or her discretion may:

- ▶ Limit the number of observers for reasons of public safety or to maintain order.

¹⁴⁹ [NRS 293.405\(1\)](#)

- ▶ Removal from a recount facility, a person observing the conduct of a recount.

A person observing the conduct of a recount of votes may remain in an area designated by the Clerk/Registrar to observe the recount without interfering with the recount. The designated area must allow for meaningful observation but must not be located in an area that would allow an observer to infringe on the privacy and confidentiality of the ballot of the voter.

A person observing the conduct of a recount of votes must wear a name tag denoting the person's full legal name.

The Clerk/Registrar shall retain the signed acknowledgment described for at least 180 days after the recount observed by the person who signed the acknowledgment.

A County Clerk/Registrar of Voters may request the Secretary of State or his designated representative to observe the recount.¹⁵⁰

Results of a Recount

The results of a recount must be canvassed within five (5) working days after completion of the recount.¹⁵¹ After the canvass of the recount is completed, the County Clerk/Registrar will notify the Secretary of State of the results. The Secretary of State will release the results to the public when the results from all affected counties are received.¹⁵²

Withdrawing a Recount Request

A withdrawal of a demand for a recount must be made in writing to the appropriate filing officer and can be requested at any time before the completion of the recount. However, a person who withdraws the demand for a recount may not request a new recount or that the recount begin again.¹⁵³ That person will also be responsible for the costs accrued by the county or city, up until the recount is stopped.

This section contains information specific to statewide office and statewide ballot question recounts only. Statewide races are those which are voted upon by all voters of the entire state of Nevada. The filing officer for statewide offices is the Secretary of State.¹⁵⁴

¹⁵⁰ [NAC 293.371](#)

¹⁵¹ [NAC 293.365](#)

¹⁵² [NRS 293.387](#)

¹⁵³ [NAC 293.371](#)

¹⁵⁴ [NRS 293.057](#) and [NRS 293.185](#)

Canvass of Returns

The canvass is a ceremonial review of the election results by the board of county commissioners, the mayor and city council, or the justices of the Supreme Court. Any errors within the election results are officially noted and the official election results are declared.¹⁵⁵

County Canvass/Abstract

As soon as the Board of County Commissioners receives the returns from all precincts and districts, the board shall meet and canvass. The canvass must be completed on or before the tenth (10) day following the election.

The County Clerk/Registrar of Voters must, as soon as the result is declared and entered upon the records of the canvass board, prepare and transmit a copy of the certified abstract of results and a mechanized report of the abstract to the Secretary of State.

City Canvass

The County Clerk/Registrar of Voters prepares the results of city contests as part of the overall election returns and provides a copy to the City Clerk to present to the City Council. Both the County Clerk/Registrar of Voters and City Clerk must formally certify the results and provide them to the Secretary of State as part of the official canvass.¹⁵⁶

After a primary election, the City Clerk certifies the name of each individual nominated to run in the general election. After a general election, the City Clerk issues a certificate of election to each person elected.¹⁵⁷

Statewide Canvass/Abstract

The Secretary of State prepares a canvass of the official county abstracts of the vote. The statewide canvass of the vote combines vote totals for state, federal, and other multi-jurisdictional contests, and ballot questions.

The Secretary of State shall, immediately after any primary election, compile the returns for all candidates voted for in more than one county. The Secretary of State shall make out and file in his or her office an abstract thereof and shall certify to the County Clerk/Registrar of Voters of each county the name of each person nominated, and the name of the office for which the person is nominated.

¹⁵⁵ [NRS 293.032](#)

¹⁵⁶ [NRS 293.387](#); [NRS 293C.387](#)

¹⁵⁷ [NRS 293C.387](#)

On the fourth Tuesday of November after each general election, the justices of the Supreme Court, or a majority thereof, shall meet with the Secretary of State, and canvass the vote for the number of presidential electors to which this State may be entitled, United States Senator, Representative in Congress, members of the Legislature, state officers who are elected statewide or by district, district judges, or district officers whose districts include area in more than one county and for and against any question submitted.

Certificates of Election

The Secretary of States office prepares the list of elected officials requiring Certificates of Election and forwards it to the Governor's office. The Governor then prepares the Certificates of Election, and returns them to the SOS, to be sent to the elected official to be sworn in and signed.

Prior to sending the list of names to the Governor, contact each elected official to confirm names on Certificates of Election are correct, and ask if they prefer to be sworn by an *Oath* or *Affirmation*. List to Governor's Office includes:

- Candidate Name (as it appears on certificate of election)
- Elected Office
- Oath or Affirmation

After the Governor's office prepares and returns the certificate to the Secretary of State's office, mail the Certificate of Election with a letter of instruction to the elected official, advising them they need to schedule an appointment with the appropriate authority to be sworn in and sign their Certificate of Election.

One of the original signed Certificates of Election must be returned to the Secretary of State's office, for filing.

Number of Original Certificates of Election Required:

- ▶ **Federal Offices**
3 original copies (Washington D.C., elected official & SOS office)
- ▶ **State/Judicial**
2 original copies (elected official & SOS office)
- ▶ **Assembly/Senate**
3 original copies (Legislature, elected official & SOS office)

State Assembly/Senate

Clerks prepare the list of elected officials requiring a Certificate of Election and forward them to the Governor. The Governor then prepares the Certificates of Election and returns them to the Clerks of the Assembly/Senate, when completed.

Once the Elected Officials have been sworn in and the certificates signed, the clerks of the Assembly/Senate forward the signed Certificates of Election to the Secretary of States office, who maintains the original copies.

U.S. House of Representative

The Office of the Clerk (U.S. House of Representatives) in Washington, D.C. will send a letter of instruction to the Secretary of State, regarding how to submit the Certificates of Election.

U.S. Senate:

The Office of the Clerk (United States Senate) Washington, D.C. will send a letter of instruction to the Secretary of State, regarding how to submit the Certificates of Election. Certificates of Appointment

In situations where a newly elected official vacates the seat through resignation or death, a certificate of election is still prepared and delivered to the respective House; however, it is not completed with the swearing in. For example: Dennis Hof was elected to the Assembly in 2018, but passed away before taking office, creating a vacancy in his seat.¹⁵⁸

The newly appointed replacement will be issued a Certificate of Appointment by the respective Board of County Commissioners. The clerk will prepare and send the Certificate to the appointee. Once returned, the County Clerk should then forward the Certificate to the Governor, who will issue a formal Certificate, certifying the appointee.

Voting Systems

A voting system is the equipment used to create ballots, cast and count votes.. Nevada's voting systems are "standalone systems" - not connected to a network, the Internet, and without wireless connection capabilities. Before any component can be used in Nevada's voting system, it must first go through a series of tests and audits. Additionally, each component maintains a chain of custody with tamper evident security seals and access limited to authorized personnel.

Standards, Testing, and Certification

Voting equipment plays an integral role in the integrity of elections and protecting democracy. All voting equipment is tested against federal standards before being used in an election. Through standards, testing, and certification, voters can be confident their votes are recorded accurately, and their privacy is being protected.

¹⁵⁸ [NRS 218A.220](#); [NRS 218A.260](#)

Voting system standards vary from state to state. Some states adopt federal standards, some develop their own standards, and others use a hybrid of both approaches. Nevada's legal standard is for a voting system to meet or exceed federal standards¹⁵⁹ and to have been certified by the Voting System Testing and Certification Program of the Election Assistance Commission.

Federal standards are set by the U.S. Election Assistance Commission (EAC) with the passage of the Help America Vote Act by Congress in 2002. The Voluntary Voting System Guidelines, like the name, are voluntary for states but outline specifications against which voting system should be tested. The Voluntary Voting System Guidelines (VMSG) are based on five areas of requirements: security, functionality, privacy, usability, and accessibility. The National Institute of Standards and Technology (NIST) provides detailed technical guidelines, which are reviewed by a group of volunteer stakeholders known as the Technical Guidelines Development Committee (TGDC).

Voting System Approval Process

Under Nevada law, a voting system and any modification to a voting system must be approved by the Secretary of State before it can be used in any election.¹⁶⁰ Regulation also prohibits the installation of any software on a mechanical voting system, or component thereof, unless the Secretary of State has approved or required the installation of the software. In addition, a voting system must meet or exceed Federal standards for voting systems before the system can be approved for use in Nevada.¹⁶¹ Federally Certified Voting Systems and Resources can be found at eac.gov.

Any board of county commissioners, city council, or other governing body planning to purchase voting equipment must submit an [Application for Certification of Voting System](#) and have the system/device independently examined by someone approved by the Secretary of State. The cost for having the system examined is the responsibility of the organization requesting the approval.

Voting Systems Approved for Use in Nevada

The following systems are certified for use in Nevada.

Liberty Vote Voting System		Prior Version	New Version
System Component		D-Suite 5.17	D-Suite 5.20
Hardware	ICP2	5.17	5.20

¹⁵⁹ [NRS 293B.063](#)

¹⁶⁰ [NRS 293B.105](#)

¹⁶¹ [NRS 293B – Mechanical Voting Systems](#) and [NAC 293B – Mechanical Voting Systems](#)

Liberty Vote Voting System		Prior Version	New Version
System Component		D-Suite 5.17	D-Suite 5.20
	ICC DR-G2140 Scanner	5.17	5.20
	ICC DR-G1130 Scanner	5.17	5.20
	ICC HiPro 821 Scanner	5.17	5.20
	ICX BMD	5.17	5.20
	ICX BMD Printer HP M404dn	5.17	5.20
	ICX BMD Printer HP M4001dn	5.17	5.20
	ICX VVPAT BMD	5.17	5.20
Software	Election Management Software	5.17	5.20
	Election Event Designer	5.17	5.20
	Results Tally & Reporting (RTR)	5.17	5.20
	Election Data Translator (EDT)	5.17	5.20
	Audio Studio (AS)	5.17	5.20
	EMS Logger (LGR)	5.17	5.20
	Adjudication (ADJ)	5.17	5.20
	ImageCast Voter Activation (ICVA)	5.17	5.20

Election System & Software (ES&S)		Prior Version	New Version
System Component		EVS 6.3.0.0	EVS 6.5.0.0
Hardware	DS200 v1.3	3.0.0.0	3.2.0.0
	DS300	3.0.0.0	3.2.0.0
	DS450	4.2.0.0	4.4.0.0
	DS850	4.2.0.0	4.4.0.0
	DS950	4.2.0.0	4.4.0.0
	Express Vote XL	4.2.1.0	4.2.1.0
	Express Vote v. 1.0 & 2.1	3.0.0.0	3.2.0.0
	Express Vote v.3.0 (NEW)	N/A	4.4.0.0
Software	Electionware	6.3.0.0	6.5.0.0
	Event Log Service	3.0.0.0	3.0.0.0
	Removable Media Service	3.0.0.0	3.0.0.0

Election System & Software (ES&S)		Prior Version	New Version
System Component		EVS 6.3.0.0	EVS 6.5.0.0
	Electionware Additional Reporting	N/A	1.1.0.1

Statewide Voter Registration System

In 2021, the State began consolidating all Nevada individual county election systems into a single "top-down" Voter Registration and Election Management (VREMS) system. The State selected KNOWiNK's TotalVote product suite:¹⁶²

TotalVote	Voter Registration and Election Management
TotalAddress	Address verification and precinct boundary management
ePulse	Real-time election and vote-center monitoring
EWMS	Election Worker Management
Poll Pad	Polling place voter check-in and verification

TotalVote is a central repository for all voter-related data, including voter personal identifying information, geocoded residential addresses, precinct data, elections correspondence, and vote history statewide, ensuring greater accuracy and consistency. The system also reduces some county reporting obligations and standardizes many voter list-maintenance and election-related administrative processes.

VREMS Project

Per Nevada Assembly Bill 422, this system is required to ensure the accuracy, integrity, and efficiency of the entire electoral process, from voter registration through to the final tabulation and reporting of election results. The system also standardizes processes and responsibilities for election officials, helping ensure voter data is current and accurate, electoral rolls are well-maintained, and precincts are correctly assigned.

By incorporating the following software solutions, the State of Nevada is able to manage elections more efficiently, securely, and accurately, ensuring a smooth electoral process and enhancing voter trust and transparency.

TotalVote

TotalVote is an integrated voter registration and election management system that streamlines various components of the election process. Functions include:

¹⁶² [NRS 293.671](#)

Function	Impact
Voter Registration Management	Facilitates the registration of new voters and updates existing records. Supports online voter registration (OVR) and integrates with DMV systems for automatic updates. Ensures accuracy and compliance with state laws and federal regulations like the Help America Vote Act (HAVA).
Voter Roll Maintenance	Automates duplicate detection. Incorporates regular updates using data from a variety of sources to keep voter roll current and accurate.
Election Cycle Management	Schedule and manage all phases of the election cycle, including primaries, general elections, and special elections. Enables election officials to manage the variety of ballot styles and districts needed.
Absentee and Mail Ballot Processing	Tracks absentee ballot requests, processing, and returns. Ensures that all mail ballots are accounted for and processed securely.
Reporting and Analytics	Provides comprehensive reporting capabilities for election results and voter statistics. Data visualization tools for better insights and decision-making.

TotalAddress

TotalAddress is a geospatial address management system aimed at ensuring the integrity and accuracy of address data within the election process:

Function	Impact
Address Standardization and Validation	Ensures all addresses are correctly formatted and standardized according to USPS guidelines. Validates the accuracy of addresses to support fair redistricting and precinct assignments.
Geocoding	Assigns precise geographical coordinates to each address, aiding in the accurate mapping of districts and precincts. Crucial for ensuring voters are correctly assigned to their respective polling locations.

Function	Impact
Redistricting Support	Helps in planning and managing changes in district boundaries to reflect population shifts accurately. Provides visual tools to see the impact of redistricting efforts on various demographics.
Data Integration	Integrates voter registration and election management systems like TotalVote, enhancing overall data consistency.

ePulse

ePulse is an election management platform focusing on real-time monitoring and control of Election Day activities:

Function	Impact
Election Day Monitoring	Provides live updates on voting activities across polling stations. Tracks voter turnout, machine status, and any irregularities as they occur in real-time.
Incident Management	A centralized system to report, track, and resolve any issues or incidents on Election Day quickly. Ensures election integrity by allowing election officials to address issues immediately.
Resource Management	Manages allocation of election resources, like voting machines and personnel, ensuring they're deployed efficiently. Ensures that high-volume polling stations are adequately staffed and equipped.
Communication Hub	A platform to ensure all election workers and officials are consistently updated with critical information. Facilitates swift decision-making and operational adjustments as needed

Poll Pad

Poll Pad is an iOS-based electronic poll book system that facilitates the voter check-in process for in-person voting:

Function	Impact
Voter Check-In	Simplifies and accelerates the voter check-in process by allowing poll workers to verify voter information digitally. Reduces errors
Real-Time Synchronicity	Updates across all connected Poll Pads in near real-time, preventing multiple vote attempts if a voter has already checked in elsewhere. Enhances the accuracy of voter turnout data.
Voter Assistance	Provides easy access to voter information, enabling poll workers to assist voters more effectively and resolve registration issues on the spot.
Accessibility	User-friendly for both poll workers and voters, including those with disabilities. Supports multiple languages and has interface customization options to meet local requirements.

Project Overview

Implementation of the statewide Voter Registration and Election Management System (VREMS) is structured into three distinct phases:

Phase One

Commencing in October 2023 and concluding in August 2024, this phase marked the go-live of the TotalVote system. It enabled the following administrative tasks:

- ▶ Voter Registration
- ▶ Voter Registration List Maintenance
- ▶ Notice Management
- ▶ Election Creation
- ▶ Ballot Management
- ▶ Polling Locations
- ▶ Poll Pad implementation

Phase Two

This phase began in January 2025. Enhancements during this phase include:

- ▶ Integration with Clark County
- ▶ Candidate filing system integration
- ▶ Election Worker Management (EWM) module – Clark only
- ▶ Automatic Voter Registration (AVR) improvements

- ▶ Reporting enhancements
- ▶ Poll Pad enhancements
- ▶ TotalVote enhancements identified during Phase One

Phase Three

Following the completion of Phase Two, additional functionality is scheduled to be implemented including:

- ▶ Election Worker Management (EWM) module – Rest of state
- ▶ Campaign Finance Oversight
- ▶ Petitions management
- ▶ Public Portal enhancements

Election Plan Requirements

County Plan Requirements

The following grid lists county election plans and their due dates as required by NRS.

Plan Name	NRS	Date Due
Voter Registration Applications	NRS 293.508	December 31
Disposition of Mail Ballots	NAC 293.321	90 days before an election
Ensuring Accuracy and Security of Voting	NRS 293.3594	90 days before an election
Opening and Closing Polls and Submitting Election Results	NRS 293.273	90 days before an election
Conducting a Hand Count (County)	NRS 293.363	90 days before an election
Contingency Plan	NRS 293.481	60 days before an election
Ballot Drop Box Locations	NRS 293.269921	45 days before an election
Damaged Ballot Drop Boxes	NAC 293.351	90 days before an election
Ensuring the Security of Ballots, Results Cartridges, and VVPATs	NRS 293.3594	90 days before an election
Confirmation of Accessibility Requirements (County)	NRS 293.3025	45 days before an election

Plan for Voter Registration Applications

On or before **December 31 of each year**, each County Clerk/Registrar of Voters must submit to the Secretary of State for approval a plan for the upcoming year which

indicates the public locations at which applications for registration by mail will be made available to the public. The plan must include a description of the method to be used to monitor the supply of forms at each such location.¹⁶³

In addition, the plan must establish a procedure to account for each such form by its control number at each public location and a procedure for controlling the bulk distribution of the forms, including:

- ▶ The keeping of related records.
- ▶ The training of the people who will be distributing the forms.
- ▶ Plans for the contingent acquisition of forms in the event the supply is depleted.

If no change is requested in the plan which was approved for the prior year, the clerk may resubmit the plan for the upcoming year. If the County Clerk/Registrar of Voters resubmits the plan, the County Clerk/Registrar of Voters must indicate that fact on the form prescribed by the Secretary of State.

The Secretary of State will review each plan submitted, not later than 15 days after the plan is submitted and notify each clerk if the plan meets NAC requirements.

Plan for Disposition of Mail Ballots

Not later than 90 days before each election, election officials must submit a plan for approval to the Secretary of State setting forth the procedures the clerk will use for the disposition of mail ballots in case of an emergency. In the case of an emergency, the Secretary of State may order one or more polling places to be used to accommodate voters who are unable to vote at their polling place, due to an emergency.¹⁶⁴

If no changes are being made to the plan, the County Clerk/Registrar of Voters may resubmit the plan for a subsequent election. If the County Clerk/Registrar of Voters resubmits the plan, the clerk must indicate that fact on a form prescribed by the Secretary of State. The Secretary of State will review each plan submitted, not later than 15 days after the plan is submitted and notify the clerk whether the plan complies with NAC requirements.

Plan for Ensuring Accuracy and Security of Voting

County and city election officials must submit a plan to the Secretary of State, ensuring the accuracy and security of voting, **not later than 90 days before** any election, that includes the following:

- ▶ Procedures to be used ensuring the security of the ballots, results cartridges, VVPATs, blank ballot stock (paper used to print ballots, mail ballots, return

¹⁶³ [NAC 293.445](#)

¹⁶⁴ [NAC 293.321](#)

envelope, security sleeve, etc.), chain-of-custody documents, and access controls.¹⁶⁵

- ▶ Forms, schedules, logs, or checklists that are referenced in the plan.

If there is no change to the plan for the previous election, the County Clerk/Registrar of Voters or City Clerk is not required to submit another plan to the Secretary of State. The county or City Clerk must notify the Secretary of State, in writing, if there is no change to the plan.

The Secretary of State's Office will review and approve or disapprove each county or city plan, no later than 15 days after receiving the submitted document.

Plan for Opening and Closing Polls and Submitting Election Results

Each County Clerk/Registrar of Voters must submit a plan to the Secretary of State for approval, setting forth the procedures that the County Clerk/Registrar of Voters will use for:

- ▶ Opening and closing all polling places within the jurisdiction of the County Clerk/Registrar of Voters.
- ▶ Notifying the Secretary of State of election results tabulated during the period for early voting and received on the day of election.

The plan must be submitted to the Secretary of State for approval **not later than 90 days before** each election. If no changes are being made to the plan, the County Clerk/Registrar of Voters may resubmit the plan for a subsequent election. If the County Clerk/Registrar of Voters resubmits the plan, the clerk must indicate that fact on a form prescribed by the Secretary of State.

The Secretary of State will review each plan submitted, not later than 15 days, and notify the clerk whether the plan complies with NAC.¹⁶⁶

Plan for Conducting a Hand Count (County)

The Secretary of State will make available to the clerk the forms for tallying the results of the hand count not less than 90 days before the date of the election.

If a clerk/registrar intends to conduct a hand count, the clerk must submit to the Secretary of State, **not later than 90 days before** the date of the election, a plan for conducting the hand count.

The plan must include:

¹⁶⁵ [NRS 293.247\(3\)](#)

¹⁶⁶ [NAC 293.217](#)

- ▶ A detailed description of how the hand count will be conducted in order to meet the applicable deadlines outlined in title 24 of NRS for counting ballots.
- ▶ The total number of election board officers and the number of hand count tally teams appointed will be required to complete the hand count.
- ▶ The work schedule for the hand count, which must not be more than 16 hours in a 24- hour period. There must not be more than two separate 8-hour shifts.
- ▶ The physical location where the ballots will be hand counted and a scale diagram depicting the planned setup of the location.
- ▶ An estimated list of any items necessary to conduct the hand count, which must include:
 - Whether all such items are currently in the possession of the county and, if not, the date by which any such items will be obtained by the county; and
 - The estimated cost to the county to obtain the necessary items.

Any amendment to the plans for the observation of the hand count by members of the general public in accordance with law.¹⁶⁷

A plan for ensuring the security of:

- ▶ The ballots consistent with the plan submitted;¹⁶⁸ and
- ▶ The election board officers who conduct the hand count; and
- ▶ A list of any outside vendors hired or who may be hired to consult or assist in the preparation or operation of the hand count.

A contingency plan for:

- ▶ Completing the counting of the ballots in the event that the hand count will not be completed by the date required for the canvass of returns;¹⁶⁹ and
- ▶ Conducting any recount¹⁷⁰ and completing it by the deadline.¹⁷¹

If no changes are made to the plan, the clerk/registrar may resubmit the plan for a subsequent election. If the clerk/registrar resubmits the plan, the clerk/registrar must indicate that fact on the form prescribed by the Secretary of State. The Secretary of State will review each plan submitted, not later than 15 days after the plan is submitted and notify the County Clerk/Registrar of Voters whether the plan complies with Nevada law.

¹⁶⁷ [NRS 293B.353](#), [NAC 293.356](#), and [NRS 293.354](#)

¹⁶⁸ [NAC 293B.040](#)

¹⁶⁹ [NRS 293.387](#)

¹⁷⁰ [NRS 293.404](#)

¹⁷¹ [NRS 293.405](#)

Contingency Plan

Each County Clerk/Registrar of Voters must, **not later than 60 days before** the date of any election, submit to the Secretary of State for approval a written contingency plan for:

- ▶ Election operations in the event that election operations are significantly disrupted.
- ▶ The tabulation of ballots in the event the county or city experiences a loss of central counting equipment or the use of the central counting place.

The plan must consider all potential sources of disruption to election operations, including:

- ▶ Systemic equipment failures or malfunctions
- ▶ Power outages
- ▶ Natural disasters or infrastructure failure
- ▶ Threats of terrorism or other civil disturbances
- ▶ Unauthorized access, intrusion, or hacking into election facilities or equipment

The plan must also explain how the County Clerk/Registrar of Voters will ensure continuity in voting if one or more polling places become temporarily or permanently unusable during the period for early voting on the day of the election, which may include, without limitation:

- ▶ Sending voters to an alternative polling place
- ▶ Seeking a court order to extend voting hours
- ▶ Requesting that voters return to the polling place after the disruption has been resolved

In addition, to the written contingency plan required, each County Clerk/Registrar of Voters shall submit to the Secretary of State for approval a written contingency plan for the tabulation of ballots in the event the county experiences a loss of the central counting equipment or the use of the central counting place. If the County Clerk/Registrar of Voters invokes this contingency plan, the County Clerk/Registrar of Voters must notify the Secretary of State in writing not later than 12 hours after doing so.

The plan:

- ▶ Must identify alternative counting equipment and facilities; and
- ▶ May provide for the transport of ballots across county lines for the purpose of ballot tabulation if the ballots are inventoried and can be safeguarded by election staff and election board officers in the same manner as the ballots would be protected if the ballots were not transported.

Before each election, the County Clerk/Registrar of Voters must review the existing contingency plans¹⁷² and update the plans as necessary. The plans need to be submitted to the Secretary of State's Office, and all election staff need to be briefed on the contingency plans.

If no changes are made to the contingency plans, the clerk may resubmit the plans for a subsequent election. If the clerk resubmits the plans, the clerk must indicate that on the form prescribed by the Secretary of State.

The Secretary of State will review each plan not later than 15 days after submission and notify the clerk whether the plan complies with NAC requirements.

Plan for Ballot Drop Box Locations

Not **later than 45 days before** each election, the County Clerk/Registrar of Voters shall submit to the Secretary of State a list containing the following information for each ballot drop box established in the county:¹⁷³

- ▶ The unique identifier of the ballot drop box;¹⁷⁴ and
- ▶ The location of the ballot drop box; and
- ▶ The dates and times during which the ballot drop box will be unlocked and accessible to people for the submission of mail ballots.

If there is a change during an election year to any of the information submitted, the clerk must submit an explanation for the change and an amended list not later than 24 hours after the change is made.

Plan for Damaged Ballot Drop Boxes

Not **later than 90 before each election**, the clerk shall develop and submit a plan for approval to the Secretary of State relating to ballot drop boxes established in the county that have been tampered with or rendered inaccessible during early voting or on election day.¹⁷⁵

The plan must include, without limitation:

- ▶ Provision for the replacement of a ballot drop box that is tampered with or rendered inaccessible during early voting or on election day.
- ▶ The method that the County Clerk/Registrar of Voters will use to notify the public if a ballot drop box is tampered with or rendered inaccessible.

¹⁷² [NAC 293.202](#)

¹⁷³ [NAC 293.348](#)

¹⁷⁴ [NAC 293.347](#)

¹⁷⁵ [NAC 293.351](#)

- ▶ The location of the nearest ballot drop box to the ballot drop box that is tampered with or rendered inaccessible.

The plan must be submitted on a form prescribed by the Secretary of State. If no changes are made to the plan, the clerk may resubmit the plan for the subsequent election, indicating so on the submission form.

The Secretary of State will review each plan not later than 15 days, of submission and notify the clerk whether the plan complies with NAC.

Plan for Ensuring the Security of Ballots, Results Cartridges, and VVPATs

Election officials across the State are responsible for ensuring the security of all ballots, results cartridges, VVPATs, election media cartridges or memory devices, blank ballot stock, chain-of-custody documents and access controls.¹⁷⁶

In doing so, clerks must:

- ▶ Maintain a record of the people who are responsible for transporting the ballots, results cartridge and VVPATs from the polling place to the central counting place.
- ▶ Store ballots, results cartridges and VVPATs upon receipt in a vault or secure area that is accessible only by the Clerk/Registrar and persons designated by the Clerk/Registrar.
- ▶ Provide for the security and protection of the stored ballots, results cartridges and VVPATs.
- ▶ Control access to the stored ballots, results cartridges, and VVPATs.
- ▶ Maintain a record of the people allowed access to the stored ballots, results cartridges and VVPATs.
- ▶ Require that any election board officers allowed access to the stored ballots, results cartridges and VVPATs have sworn under oath to perform their duties honestly and faithfully.

Each clerk must, **not later than the 90th day before an election**, submit to the Secretary of State for approval using the form prescribed by the Secretary of State a plan to ensure the accuracy and security of voting in the county or city, that includes:¹⁷⁷

- ▶ Procedures to ensure the security of the ballots, results cartridges, VVPATs, blank ballot stock, chain-of-custody documents and access controls.
- ▶ Include any forms, schedules, logs or checklists that are referenced in the plan.

If there is no change from the previous election, the clerk may resubmit the plans for a subsequent election indicating so on the form prescribed by the Secretary of State. The

¹⁷⁶ [NAC 293B.040](#), [NRS 293.124](#) and [NRS 293.247](#)

¹⁷⁷ [NRS 293.3594](#)

Secretary of State will review each plan received within 15 days and notify the clerk of any discrepancies with NAC.

Plan for Conducting a Recall/Special Election

If a recall or other special election is called in a county and will not occur on the same day as the primary or general election, the County Clerk/Registrar of Voters must, as soon as practicable, notify the Secretary of State of the election and provide the following¹⁷⁸:

- ▶ The use of the system of approved electronic transmission;¹⁷⁹ and
- ▶ The locations of polling places, including polling places for early voting, by personal appearance and vote centers; and
- ▶ The locations of ballot drop boxes for mail ballots; and
- ▶ A plan for the security of ballots for early voting; and
- ▶ A plan for allowing members of the general public to observe the conduct of voting at a polling place; and
- ▶ A plan for the accommodation of members of the general public who observe the delivery, counting, handling and processing of ballots at a polling place, receiving center or central counting place.

Any plan required to be submitted to the Secretary of State by a clerk/registrar before an election¹⁸⁰ must be submitted not more than 5 business days after receiving the notification from the Secretary of State.¹⁸¹ The Secretary of State will review each plan not later than 15 days after submission and notify the clerk/registrar whether the plan is approved or disapproved.

Confirmation of Accessibility Requirements (County)

Not earlier than 45 days before an election, and not later than the first day the polls are open during the period of early voting, election officials must submit an accessibility form confirming the requirements for ADA under the statute¹⁸² will be met at each polling place.

If the location of any polling place is changed after the date the election official submits the form to the Secretary of State's Office, the accessibility form must be re-submitted not more than 5 business days after the location change.

¹⁷⁸ [NAC 293.203](#)

¹⁷⁹ [NRS 293D.200](#)

¹⁸⁰ [NRS 293, 293B or 293C and NAC 293, 293B or 293C](#)

¹⁸¹ [NRS 306.040](#)

¹⁸² [NRS 293.2955](#)

Ballot Stock Reimbursement

Ballot Stock Reimbursement Claim	Date Due
Primary election	June 30
Presidential Preference Primary election	March 30
General election	December 31

The Secretary of State will reimburse each county for the cost of the basic ballot stock. Reimbursements will not be made for setup and other costs, including the cost of personalized printing, stitching, binding or numbering of the ballots.

Reimbursement payments will be made after a County Clerk/Registrar of Voters submits a claim of cost and a manufacturer's invoice showing an itemized list of all charges to the Secretary of State for the following:

- ▶ The cost of basic ballot stock for the presidential preference primary election **not later than** March 30 of the year in which the presidential preference primary election is held.
- ▶ The cost of basic ballot stock for the primary election **not later than** June 30 of the year in which the general election is held.
- ▶ The cost of basic ballot stock for ballots for the general election **not later than** December 31 of the year in which the general election is held.

The Secretary of State's Office will not pay any reimbursement claims presented more than 30 days past the required due date.

City Plan Requirements

Plan Name	NRS	Date Due
Conducting a Hand Count (City)	NRS 293B.353 NAC 293.356 NRS 293B.354	Forms made available to City Clerk No Less than 90 days before City Election City Clerk must submit a plan to Secretary of State for conducting hand count no later than 90 days before the election.
Ensuring Security (City)	NAC 293C.3594	City Clerk must submit plan to Secretary of State no later than 90 days before election.
Contingency Plan	NAC 293C.270	60 days before general election
Confirmation of Accessibility	NAC 293.325	Earliest 45 days before the first day polls open

Plan for Conducting a Hand Count (City)

If a City Clerk intends to conduct a hand count pursuant to this regulation, the City Clerk shall submit to the Secretary of State, **not later than 90 days before** the date of the city election, a plan for conducting the hand count. ¹⁸³

The Secretary of State will notify the City Clerk whether the plan complies with the requirements section **no later than 15 days after the plan is submitted.** ¹⁸⁴

Hand Count Planning	Date Due
Plan for conducting the hand count due to Secretary of State	No Later than 90 days before election.
Secretary of State will Notify City Clerk of approval	No Later than 15 days after plan submission
Forms made available to City Clerks for tallying ballots	No Less than 90 days before Election

The plan must include:

- ▶ A detailed description of how the hand count will be conducted to meet the applicable deadlines for counting ballots. ¹⁸⁵
- ▶ The total number of election board officers and hand count tally teams appointed pursuant to this regulation that will be required to complete the hand count.
- ▶ The work schedule for the hand count, which must not be more than 16 hours in a 24- hour period. There must not be more than two separate 8-hour shifts.
- ▶ The physical location where the ballots will be hand counted and a scale diagram depicting the planned setup of the location.
- ▶ An estimated list of any items necessary to conduct the hand count, which must include:
 - Whether all such items are currently in the possession of the city and, if not, the date by which any such items will be obtained by the city; and
 - The estimated cost to the city to obtain the necessary items.
 - Any amendment to the plans for the observation of the hand count by members of the public in accordance with law. ¹⁸⁶

¹⁸³ [NAC 293.600](#)

¹⁸⁴ [NAC 293C.610](#)

¹⁸⁵ [NAC 293](#) and [Title 24 of NRS](#)

¹⁸⁶ [NRS 293B.353](#), [NAC 293.356](#), [NRS 293B.354](#)

Contingency Plan (City)

- ▶ Completing the counting of the ballots in the event the hand count will not be completed by the date required for the canvass of returns pursuant to law¹⁸⁷;
- ▶ Conducting any recount in accordance with statute;¹⁸⁸
- ▶ Completing any recount by the deadline set forth by law.¹⁸⁹

If no changes are made to the plan, the City Clerk may resubmit the plan for a subsequent election. If the City Clerk resubmits the plan, the clerk must indicate that fact on the form prescribed by the Secretary of State. The Secretary of State will review each plan submitted, not later than 15 days after the plan is submitted and notify the City Clerk whether the plan complies with Nevada law.

Confirmation of Accessibility Requirements (City)

Not earlier than 45 days before an election, and not later than the first day the polls are open during the period of early voting, election officials must submit an accessibility form confirming the requirements for ADA under the statute¹⁹⁰ will be met at each polling place.

If the location of any polling place is changed after the date the election official submits the form to the Secretary of State's Office, the accessibility form must be re-submitted not more than 5 business days after the location change.

Tribal Voting Plan Requirements

Establishment of Tribal Polling Places & Ballot Drop Boxes

Not later than **August 1 of each odd-numbered year**, each County Clerk/Registrar of Voters shall schedule a meeting with each Indian Tribe located in whole or in part within their county to discuss the details for the next regularly scheduled election:¹⁹¹

- ▶ The establishment and operation of polling places, temporary branch polling places or ballot drop boxes within an Indian reservation or colony and the size requirements for any such polling places and temporary branch polling places.
- ▶ The dates and times of the upcoming elections for which polling places, temporary branch polling places or ballot drop boxes may be established.

¹⁸⁷ [NRS 293C.387](#)

¹⁸⁸ [NRS 293.404](#)

¹⁸⁹ [NRS 293.405](#)

¹⁹⁰ [NRS 293.2955](#)

¹⁹¹ [NRS 293.269905\(1\)\(a\)](#) and [NRS 293C.2625\(1\)\(a\)](#)

- ▶ The deadlines relating to the next regularly scheduled election cycle for the Indian Tribe to submit a request¹⁹² for the establishment of polling places, temporary branch polling places or ballot drop boxes.
- ▶ Responsibilities for the recruitment of election board officers.
- ▶ Any other information relating to the establishment and operation of polling places, temporary branch polling places and ballot drop boxes.

Not later than **September 1 of each odd-numbered year**, each County Clerk/Registrar of Voters shall confirm any details relating to the establishment and operation of a polling place, temporary branch polling places or ballot drop boxes. Such a meeting may address:¹⁹³

- ▶ Whether the Indian Tribe will request or has requested to establish any polling places, temporary branch polling places or ballot drop boxes within an Indian reservation or colony and the size requirements for any such polling places and temporary branch polling places.
- ▶ The days and hours of any polling place or temporary branch polling place established within an Indian reservation or colony.
- ▶ Election board officers for any polling place or temporary branch polling place established within an Indian reservation or colony.
- ▶ The deadlines relating to the next regularly scheduled election cycle for the Indian Tribe to submit a request; and
- ▶ On an ongoing basis during the year of an election if an Indian Tribe elects to establish any polling places or temporary branch polling places within an Indian reservation or colony.
- ▶ Regardless of a meeting, a County Clerk/Registrar of Voters shall recruit election board officers for any polling place established within the boundaries of an Indian reservation or colony unless an Indian Tribe affirmatively declines to have the County Clerk/Registrar of Voters recruit election board officers.

Opt-Out Notice for Tribal Polling Places and Ballot Drop Boxes

An Indian Tribe may elect not to have a polling place and ballot drop box established within the boundaries of an Indian reservation or colony for the day of a primary election, presidential preference primary election or general election by submitting notice to the clerk/registrar:

- ▶ If the notice is for a primary election, January 15 of the year in which the primary election is to be held.

¹⁹² [NRS 293.2733](#), [NRS 293.3572](#), [NRS 293C.2675](#) and [NRS 293C.3572](#)

¹⁹³ [NRS 293.269905\(1\)\(b\)](#) and [NRS 293C.2625\(1\)\(b\)](#)

- ▶ If the notice is for a presidential preference primary election, September 15 of the year immediately preceding the year of the presidential preference primary election.
- ▶ If the notice is for a general election, June 15 of the year in which the general election is to be held.

Roster Certification, Reporting, and Audits

Logic and Accuracy Testing of Electronic Roster Certification

If a County Clerk/Registrar of Voters uses an electronic roster for an election, the County Clerk/Registrar of Voters must conduct logic and accuracy testing **not earlier than two weeks before, and not later than 5 p.m. on the day before the first day of early voting** by personal appearance, on the electronic roster, and certify to the Secretary of State that the testing was completed by the deadline.¹⁹⁴

The testing must confirm:¹⁹⁵

- ▶ That each electronic roster accurately displays:
 - The date and time
 - The date of the election and the type of election include whether the election is a presidential preference primary election, primary election, general election, or special election.
 - The name of the county.
 - The number of voter files contained in the electronic roster.
 - The precinct and number of voters in the precinct, if applicable.
 - The current version of the operating system.
 - The signature records of the voters in the county.
- ▶ For at least one electronic roster assigned to each polling place, the correct functioning of the electronic roster for the following situations:
 - A registered voter who appears to vote in person who has not voted in the election.
 - A registered voter who the county appears to vote in person where the electronic roster shows that a ballot connected to the voter has already been received or voted.

¹⁹⁴ [NRS 293.275](#)

¹⁹⁵ [NRS 293.275\(1\)](#)

- A registered voter who claims to be registered to vote who cannot be located in the electronic roster.
- A registered voter who is listed as inactive in the electronic roster.
- A registered voter who spoils his or her ballot.
- A registered voter who appears to vote in person and brings his or her unvoted mail ballot.
- A registered voter who would like to change his or her political party affiliation.
- A registered voter who would like to update his or her voter registration information.
- A registered voter in a county with a precinct split.
- ▶ The correct performance of the following functions of the electronic roster:
 - Printing labels.
 - Printing activation cards or ballot cards.
 - That a ballot issued by one electronic roster is indicated as issued on other electronic rosters.
 - Preparing turnout reports.
 - Preparing daily totals.
 - That the roster uploads correctly to the office of the County Clerk/Registrar of Voters.

Notification of Opening and Closing of Polls

On election day, for each election other than a city election, the clerk/registrar of voters must notify the Secretary of State, as soon as practicable, for the following:¹⁹⁶

- ▶ The time at which each polling place, within the jurisdiction of the County Clerk/Registrar of Voters, opened on election day.
- ▶ If the opening or closing of any polling place was delayed on election day.
 - The notification must include an explanation of the reason for the delay.
- ▶ The time at which each polling place within the jurisdiction of the County Clerk/Registrar of Voters closed on election day and all registered voters waiting to vote at the time the polls closed have voted.

If a clerk/registrar reports a delay in the opening or closing of a polling place, the clerk/registrar must inform the Secretary of State when the delay was resolved, and the polling place has opened or closed.

¹⁹⁶ [NAC 293.217](#)

A clerk/registrar must not report any unofficial results on election day related to a candidate for statewide or multicounty office or a statewide or multicounty ballot question until the Secretary of State:

- ▶ Receives the notification from every County Clerk/Registrar of Voters.
- ▶ Verifies the unofficial election results received from a County Clerk/Registrar of Voters.
- ▶ Notify each clerk that they may report the unofficial results.

Costs Associated with Ballot Drop Boxes/Retrieval Teams

The County Clerk/Registrar of Voters must report costs associated with ballot drop boxes and retrieval teams **no later than 45 days after** an election for the following:¹⁹⁷

- ▶ The cost of purchasing, installing and performing maintenance on the ballot drop boxes established in the county.
- ▶ Any costs associated with the retrieval teams, including the cost of hiring, training and paying the retrieval team.¹⁹⁸

Mail Ballot and Same Day Registration Reporting

Not later than 60 days after the date of an election, each County Clerk/Registrar of Voters shall report to the Secretary of State, in the form prescribed by the Secretary of State:

- ▶ The number of surrendered mail ballots for that election that were not cast but were dropped off at each ballot drop box or polling place.
- ▶ The number of mail ballots cast that were dropped off at each ballot drop box or polling place.
- ▶ The number of voters who registered to vote in person during the period for early voting by personal appearance and on election day for that election.
- ▶ The number of voters who updated voter registration information during the period for early voting by personal appearance and on election day for that election.
- ▶ The number of voters who registered to vote by computer during the period for early voting by personal appearance and on election day.

Post-election Audit for Verification of Operating Systems

Not later than 30 days after each election, each County Clerk/Registrar of Voters must audit the mechanical recording devices. The devices being audited are selected at random to verify that the hash value of the software and firmware installed matches that

¹⁹⁷ [NAC 293.353](#)

¹⁹⁸ [NAC 293.352](#)

on file with the National Software Reference Library. Although Nevada law specifies a minimum number of units to be audited, Nevada's local election officials usually audit more units than required. The clerk/registrar of a county whose population is 100,000 or more must randomly select a number of mechanical recording devices equal to 2 percent of the number of mechanical recording devices with attached VVPATs used in the election, or not less than 20 mechanical recording devices, whichever is greater, for the postelection certification audit.¹⁹⁹ From each such mechanical recording device, the County Clerk/Registrar of Voters must select a vote to compare at random.

If a discrepancy of four or more votes is discovered during the postelection certification audit, the County Clerk/Registrar of Voters must immediately notify the Secretary of State and investigate the cause of the discrepancy. If the discrepancy cannot be resolved, the County Clerk/Registrar of Voters must randomly select an additional number of mechanical recording devices equal to 2 percent of the number of mechanical recording devices with attached VVPATs used in the election, or not less than 20 mechanical recording devices, whichever is greater, for the postelection certification audit. From each such mechanical recording device, the County Clerk/Registrar of Voters must select a vote to compare at random.

The County Clerk/Registrar of Voters of a county whose population is less than 100,000 must randomly select a number of mechanical recording devices equal to 3 percent of the number of mechanical recording devices with attached VVPATs used in the election, or not less than four mechanical recording devices, whichever is greater, for the postelection certification audit. From each such mechanical recording device, the County Clerk/Registrar of Voters must select a vote to compare at random.

If a discrepancy of four or more votes is discovered during the postelection certification audit, the County Clerk/Registrar of Voters must immediately notify the Secretary of State and investigate the cause of the discrepancy. If the discrepancy cannot be resolved, the County Clerk/Registrar of Voters must randomly select an additional number of mechanical recording devices equal to 3 percent of the number of mechanical recording devices with attached VVPATs used in the election, or not less than four mechanical recording devices, whichever is greater, for the postelection certification audit. From each such mechanical recording device, the County Clerk/Registrar of Voters must select a vote to compare at random.

The County Clerk/Registrar of Voters shall transmit the results of the audit to the Secretary of State within 9 working days after the date of the election. The results of the audit must include, without limitation, an explanation of any discrepancy discovered by

¹⁹⁹ [NAC 293B.120](#)

the County Clerk/Registrar of Voters during the audit and, if determined, an explanation of what caused the discrepancy to occur.

Any member of the public who observes the postelection certification audit shall not interfere with the conduct of the audit.

Risk-Limiting Audit

Each County Clerk/Registrar of Voters shall conduct a risk-limiting audit of the results of an election. The risk-limiting audit conducted must audit the results of one race for statewide office and one race for countywide office.

A risk-limiting audit conducted pursuant to law²⁰⁰ must audit the results of one race for statewide office and one race for countywide office. The Secretary of State will randomly select one race for statewide office to be audited at the election using a method determined by the Secretary of State in which all races for statewide office on the ballot at the election have an equal chance of being selected. The Secretary of State will notify each County Clerk/Registrar of Voters which race for statewide office has been selected for the risk-limiting audit at least 15 days before the date of the election.

Each County Clerk/Registrar of Voters shall randomly select one race for countywide office to be audited at the election using a method determined by the County Clerk/Registrar of Voters in which all races for countywide office on the ballot at the election have an equal chance of being selected. The County Clerk/Registrar of Voters must notify the Secretary of State which race for countywide office has been selected for the risk-limiting audit at least 15 days before the date of the election.

Each County Clerk/Registrar of Voters that conducts a risk-limiting audit pursuant to this section shall create a ballot manifest using the form provided by the Secretary of State that tracks the location of all accepted and tabulated ballots, including, without limitation, mail ballots, provisional ballots and ballots voted using a mechanical recording device; and allows for the retrieval of any such ballot for purposes of conducting the risk-limiting audit. Each clerk must electronically transmit the ballot manifest and record of votes cast in the election to the Secretary of State using a secure file transfer protocol site.

To conduct a risk-limiting audit the County Clerk/Registrar of Voters may remove the security seals to retrieve the ballots used in the audit. After the completion of a risk-limiting audit, the County Clerk/Registrar of Voters must return the ballots to the original location and seal the ballots. The County Clerk/Registrar of Voters shall maintain a record of the seals affixed to the ballots used in the risk-limiting audit.

The Secretary of State:

²⁰⁰ [NRS 293.394](#), [NAC 293.840](#)

- ▶ Will require the use of risk-limiting audit software with the risk limit set at 5 percent; and
- ▶ May designate one or more of the following types of audit methods:
 - Ballot comparison
 - Ballot polling
 - A hybrid of ballot comparison and ballot polling.

Each clerk/registrar must submit the results to the Secretary of State no later than 15 days after completing a risk-limiting audit.²⁰¹

Not later than 10 days after receiving the results of a risk-limiting audit the Secretary of State will post the results on the Secretary of State’s website.

Risk Limiting Audit Instructions

Nevada completes ballot comparison – risk-limiting audits. Attention to detail and accuracy is vital for a ballot comparison audit because a single data entry error may result in an expansion of the audit to a second round. The ballot comparison method also typically involves retrieving the fewest number of ballots for each audited contest.

Ballot Comparison	
Where ballots are scanned	Central location
Ballot information needed from the voting system	Cast vote records generated by EMS
Ballot batch size	No more than 100 ballots
Ballot identification	Unique, printed identifier
How are ballots validated?	RLA software

In a ballot comparison audit, specific ballots are identified and retrieved. The audit team examines the ballot and enters the voter markings for the audited contest(s) exactly the way they appear on the ballot. In some cases, hand-marked paper ballots may require the audit team to make decisions about voter intent. Arlo compares the voter markings entered by the audit team to the cast vote record created by the voting system. The audit is looking for discrepancies between the two.

²⁰¹ [NAC 293.485](#)

Important RLA Terminology

Arlo – arlo.voting.works - Election audit service authorized by the Secretary of State's Office. Each county must have at least one person with login credentials to upload their Cast Vote Record and Ballot Manifest to participate in the audit. For more information about using Arlo to conduct a Risk-Limiting Audit, visit docs.voting.works/arlo.

Ballot Manifest – a spreadsheet developed by the county that records the containers where ballots are stored, the batches of ballots, and the number of ballots in each batch. This will be the tool used to retrieve the ballots indicated for audit by the Arlo software.

Cast Vote Record (CVR) – a file that must be exported from the county's election management software. The file is a spreadsheet that indicates in individual rows, how each ballot was interpreted for each contest and candidate by the tabulation equipment. The number of ballots in the CVR should equal the number of ballots cast in the election and should also equal the number of ballots in the Ballot Manifest.

Choice Names - The name of each candidate running in a specific contest.

Imprinter – a device installed on tabulation equipment to print a unique imprint ID on each scanned ballot. This imprint ID will be included as data in the CVR and is used by the Arlo software to identify specific ballots that must be retrieved for the audit. The imprint ID must be verified by the audit team before completing the data entry of that ballot's votes into the Arlo software.

Opportunity Contest – contests that are audited in addition to the target contest.

Random Seed – a randomly selected number used to identify the ballots to audit. In this audit, every ballot (mail, in-person, accepted provisional, EASE) will have an equal chance of being audited. The Secretary's Office will use 10-sided dice to create a 20-digit seed that will be entered into the Arlo Software.

Target Contest – the contest (candidate or ballot measure) that is audited to determine whether the risk limit is met and therefore whether the audit can be concluded or whether it must continue to successive rounds.

Unique Identifier – a number assigned randomly by Liberty Vote's election management software to each ballot cast using the ICX equipment. This identifier will also be included in the CVR for the Liberty Vote counties.

Pre-Election RLA Setup

Equipment Preparation

Counties work with their respective election equipment vendor's customer service to ensure that the tabulation equipment works properly.

Ballot Storage

One of the most important aspects of a risk-limiting audit is being able to efficiently locate the ballots that are selected for the audit. Each county must have a ballot storage plan that will work best for their space, staff, and other resources. Arlo only requires the format of the ballot manifest that must be uploaded; everything else is flexible. The following is the format for the ballot manifest spreadsheet:

The columns for container, tabulator, batch name and number of ballots are required. However, counties determine what information to put in the container column. For example, if ballots are stored based on the ballot drop box that they were retrieved from, or the polling place where the VVPATs were used, or the day of early voting, or any other variable that will help the county staff retrieve the ballot. The information that is in this column will be printed on the placeholders that are generated by Arlo.

Container	Tabulator	Batch Name	Number of Ballots
Box: 1 Folder: A	1	1	150
Box: 1 Folder: B	1	2	146
Box: 1 Folder: C	1	3	148
Box: 1 Folder: D	1	4	149
Box: 15 Folder: A	1	5	150
Box: 15 Folder: C	1	6	147
Box: 20 Folder: A	1	7	150
Box: 20 Folder: B	1	8	144
Box: 20 Folder: C	1	9	149
Box: 20 Folder: D	1	10	150

Counties may adjust the number of ballots in each batch depending on each county's total volume of mail ballots. Each batch should be fewer than 100 to make it easier for the ballot retrieval team to locate a specific ballot. The point is to record how ballots are stored so they can be retrieved easily. For voting machines, the county should store VVPAT tapes with a label that identifies early voting vs. election day, location, and/or machine number, to ensure a specific tape or voting machine can be easily located.

Post-Election/Pre-Audit Setup

Audit Setup

The State Audit Administrator will set up the Ballot Comparison Audit in Arlo, entering the name of the audit and the audit type (ballot comparison).

Participants

Each county must identify each staff member that will need access to Arlo. Staff are responsible for conducting the audit and/or uploading both the CSV file and the ballot manifest. Each county must submit a participant excel spreadsheet to the State Audit Administrator in the following format:

	A	B
1	Jurisdiction	Admin Email
2	Carson City	<u>123@carson.org</u>
3	Carson City	<u>456@carson.org</u>
4	Carson City	<u>789@carson.org</u>

Once received, the State Audit Administrator will compile a master participants spreadsheet containing all jurisdictions, emails, and upload the file to Arlo.

Contests

The Secretary of State/State Audit Administrator will randomly select one race for statewide office to be audited at the election using a method determined by the Secretary of State. All races for statewide office on the ballot at the election have an equal chance of being selected. The Secretary of State will notify each County Clerk/Registrar of Voters participating in the Risk-Limiting Audit.

Each County Clerk/Registrar of Voters must also randomly select one race for countywide office to be audited. All races for countywide office on the ballot at the election have an equal chance of being selected. The Clerk/Registrar will notify the Secretary of State/State Audit Administrator of the race selected for audit.

The notifications of the offices selected for the risk-limiting audit must be made at least 15 days before the date of the election.

The State Audit Administrator will compile a master contest spreadsheet containing all contest names, jurisdictions, and choice names to be audited. The file will then be uploaded to Arlo. The spreadsheet must be submitted in the following format:

	A	B	C
1	Contest Name	Jurisdictions	Choice Names
2	President and Vice President of the United States	All	"Harris, Kamala D. and Walz, Tim; Oliver, Chase and ter Maat, Michael; Skousen, Joel and Combs, Rik; Trump, Donald J. and Vance, JD; None of these candidates"
3	Justice of the Supreme Court, Seat G	All	"Stiglich, Lidia; None of these candidates"
4	School Board Trustee, District 2	Carson City	"Roberts, Rebecca"
5	Mosquito, Vector And Noxious Weed Abatement Board	Churchill County	"Brown, David; Jonte, Marion; McGarrah, Cynthia L."
6	Trustee Clark County School District B	Clark County	"Dominguez, Lydia; Eady, Eileen"
7	Douglas County School Board Trustee District 5	Douglas County	"Casselberry, Antoinette M.; Gnelting, Melinda"
8	School Board, District 2	Elko County	"Byers, Joshua; Whitney, Austin"
9	County Commissioner, District 2	Esmeralda County	"Perez, Fred"
10	County Commissioner, District 1	Eureka County	"Tracey Mellard; Plaskett, Martin L. "Marty""
11	Hospital Board Trustee, Seat C	Humboldt County	"Bourbon, Rachel; Tibbals, Stephen"
12	Lander County Commissioner, District 4	Lander County	"Edgar, Lamont; Thomas, Wallace M. "JR""
13	Commissioner, District E	Lincoln County	"Pearson, Keith A."
14	School Board Trustee, District 3	Lyon County	"Carson, Dawn; Cowee, Philip V."
15	Commissioner, Seat A	Mineral County	"Hegg, Christopher L.; Ruse, Tony"
16	Commission, District 3	Nye County	"Baker, Lou; Bayne, Ian"
17	Justice of the Peace, Lake Township	Pershing County	"Mancebo, Darrell; Murphy, Daniel"
18	Commissioner District 1	Storey County	"Gallagher, Hugh J.; Mitchell, Clay"
19	County Commissioner, District 1	Washoe County	"Berkbigler, Marsha L.; Hill, Alexis"
20	County Commissioner, Seat 2	White Pine County	"Chachas, George C.; Pauley, Tim "Mr. Dirt Works"; Saunders, Doug"

Once the audit has been created and the participants and contests files have been uploaded, a notification will be sent to each participant advising them to log into Arlo.

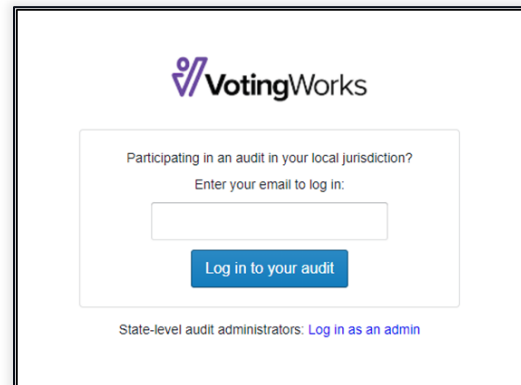
NOTE: Use Chrome or Safari as your browser.

Logging into Arlo

Users enter their email and click [Log in to your audit]. The system sends a 6-digit security code sent to that email, which the user then must enter on the next screen.

NOTE: Users will receive an email with a subject “Welcome to Arlo - Use the Code in this Email to Log In” from rla@vx.support. Add this email address to your contacts, safe sender, or whitelist.

The user can now select the audit and can upload the ballot manifest and CVR files. This must be done as soon as possible. The Manifest and CVR files must be in .csv format.



File Upload Instructions for Liberty Vote Users

When generating the CVR Report in RTR, users must check the box that says, “Include session details.” This is the only way to ensure that the unique identifiers on the VVPAT votes get included in the CVR.

- ▶ Download the CVR file in the .xlsx format
 - Open in Excel
 - Resave the file as .csv
 - Upload the CVR file into Arlo
- ▶ Open a New Excel Spreadsheet
 - Create Ballot Manifest (see example)
 - Save as Ballot Manifest .csv file
 - Upload into Arlo

Liberty Vote Ballot Manifest Example

Container: County designates

Tabulator: Pulled from Tabulator column in CVR

Batch Name: Pulled from BatchId column in CVR file

Number of Ballots: Total number of ballots from each Tabulator/BatchId (use CVR file to determine).

Container	Tabulator	Batch Name	Number of Ballots
Box – 164	2	227	47
Box – 165	4	228	35
Box – 163	3	229	50
Box – 144	4	230	100
Box – A	100-1	246	75
Box – B	100-2	247	80
Box – C	100-3	278	20

File Upload Instructions for ES&S Users

Download the Ballot Review file in the .xlsx format

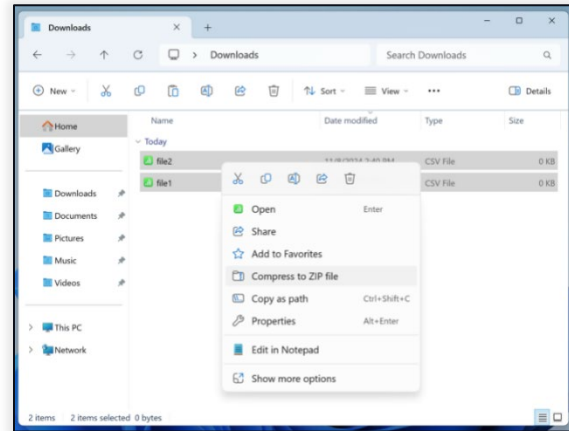
- ▶ Open in Excel
- ▶ Save the file as .csv

Download the CVR file in the .xlsx format

- ▶ Open in Excel
- ▶ Save the file as .csv
- ▶ While holding [Ctrl], select both the CVR and Ballot Review files (together). With both files highlighted, right-click and choose **Compress to Zip file**.

Open a New Excel Spreadsheet

- ▶ Create Ballot Manifest (see example)
- ▶ Save as Ballot Manifest .csv file
- ▶ Upload to Arlo



ES&S Ballot Manifest Example

Container: County designates

Tabulator: Pulled from Machine column in Ballot Review file

Batch Name: Pulled from Batch column in Ballot Review file

Number of Ballots: Use CVR file to determine total number of ballots from each Tabulator/Batch Name.

Container	Tabulator	Batch Name	Number of Ballots
EV – A	Central Count - 123456789	A0070-Courthouse - 2	49
EV – B	Central Count - 234567890	A0071-Courthouse - 2	50
EV – C	Central Count - 345678901	A0072-Courthouse - 2	51
A	Poll Place – 00456123	A0009-Courthouse - 2	47
A	Poll Place - 00567234	A0010-Courthouse - 2	45
A	Poll Place - 00678345	A0011-Courthouse - 2	53

File Upload Progress

The State Audit Administrator can monitor and assist with the file upload progress observing the various stages for each jurisdiction until all files have been uploaded successfully across the state.

Target Contests

Once all files have been uploaded, the State Audit Administrator will select the target contest that are **required** contests to be audited for each specific Risk-Limiting Audit.

Opportunistic Contests

An opportunistic contest is any other contest on the ballot the State Audit Administrator or a jurisdiction may choose to include in their Risk-Limiting Audit.

NOTE: An opportunistic contest with a lower margin of victory is not likely to meet the risk limit with the targeted contest's ballot retrieval sample size.

Target Contests

Choose which contests to target for audit by checking the checkboxes below. To filter the contest list, use the search box at the top.

Filter by contest or jurisdiction name...

Select	Contest Name	Jurisdiction(s)
☐	Representative to the 116th United States Congress - District 3	All
☐	Governor/Lieutenant Governor	All
☐	Secretary of State	All
☐	State Treasurer	All
☐	Attorney General	All

Back Save & Next

Audit Setup

In the final audit settings, the State Administrator will select the audit name from the drop down, set the risk limit to 5%, and enter the pseudo-random seed (previously selected on website www.random.org).

Audit Settings		
Election Name	Audit Type	Risk Limit
2024 General Election	Ballot Comparison	5%
Random Seed	Audit Board Data Entry	
10612481421511171918	Online	

Conducting the Risk-Limiting Audit

Room Preparation

A risk-limiting audit should generally be conducted in the location where ballots are stored. Ensure there is enough room in the facility to accommodate both staff while retrieving and examining ballots. If space is limited, consider retrieving ballots where they are stored and transferring the ballots selected for audit to an alternate location for the examination.

Since the audit team will be entering the voter markings directly into the audit software, it will be helpful to have a location with a projector and screen, or large monitors, connected to the computer running the audit software. This allows observers and participants to view the audit teams' entries into the RLA software. A document projector can be helpful for allowing observers to view audited ballots.

Filter by jurisdiction name... Download Reported Results Download Table as CSV

Jurisdiction	Status	Ballots in Manifest	Batches in Manifest	Valid Voter Ballots in Ballots
APPLING	3/2 FILES UPLOADED	50,000	10	49,869
ATKINSON	0/2 FILES UPLOADED			
BACON	1/2 FILES UPLOADED	50,000	10	
BAKER	UPLOAD FAILED	50,000	10	
BALDWIN	3/2 FILES UPLOADED	50,000	10	49,869
BANKS	3/2 FILES UPLOADED	50,000	10	49,869
BARROW	0/2 FILES UPLOADED			
BARTOW	3/2 FILES UPLOADED	50,000	10	49,869
BEN HILL	3/2 FILES UPLOADED	50,000	10	49,869
BERREN	3/2 FILES UPLOADED	50,000	10	49,869
BIER	3/2 FILES UPLOADED	50,000	10	49,869
Total	7/11 complete	498,000	90	349,063

Supplies

- ▶ Chain of custody logs and extra seals for verifying sealed ballot containers, resealing ballot containers, and recording new seal numbers. (In some jurisdictions, the label on the container serves as the chain of custody documentation.)
- ▶ Scissors (if needed to cut plastic security seals on ballot containers)
- ▶ Tally sheets (used only for conducting ballot polling and batch comparison methods).
- ▶ Voter intent guides for each Audit Board team
- ▶ Printer (for printing ballot retrieval lists and audit reports)
- ▶ Pens for checking off ballots retrieved for audit

NOTE: Pens and ballots in the work area can be viewed as a security risk. Consider limiting any pens used during the audit to something unique, like gold, or a color such as red that cannot be recognized as a mark by the ballot scanner.

- ▶ Tubs or folder to house ballots or batches of ballots retrieved for audit
- ▶ Rubber fingers
- ▶ Colored cardstock to be used as placeholder sheets by the audit teams to identify ballots or batches of ballots removed from storage containers for audit.
- ▶ Removeable colored labels used by the audit teams to identify ballots retrieved for audit (not necessary if you scan ballots centrally and imprint a unique identifier on each ballot).

The quantity of colored cardstock and colored, removeable labels is determined by projected sample size plus extra for additional rounds.

Staffing

This is the part of the process where the ballots selected for audit are examined for votes. This process should be done by a minimum of two people, an Audit Board. There can be more than one Audit Board, based on the number of ballots to be audited. Each Audit Board member will designate themselves as Auditor #1 and Auditor #2.

Downloading List of Ballots to Audit

- ▶ Log in to the audit software
- ▶ Download the list of ballots to audit.
- ▶ Download placeholder sheets – during the pilots, it was useful to print two copies of the placeholders: one to place in the container for the audited ballot and another to use as a coversheet to go with the audited ballot. It is also useful to print these on brightly colored paper that is easily differentiated from the ballots.

- ▶ Download Audit Board certification
- ▶ Print all downloaded documents (ballot placeholder sheets, audit list, audit board credentials). The Arlo software also provides labels that may be printed and affixed to the audited ballots but is not required.

Distributing Retrieval Documents to Audit Boards and Retrieving Ballots

Arlo randomly selects ballots for audit from the ballot manifest and the mail ballots and VVPAT ballots will be mixed up. Counties may sort the placeholder sheets to make retrieval efficient; however, audited ballots must be entered into Arlo in the order provided by the audit list.

- ▶ Locate the storage container for the ballot batch you are looking for.
- ▶ Verify the seals on the ballot storage container match the seals recorded on the chain-of-custody log (add something here about the label being used as the chain of custody log).
- ▶ Locate the batch you are looking for within the storage container.
- ▶ Replace the ballot or batch being removed with its corresponding placeholder sheet.
- ▶ Place the retrieved ballot/batch in the designated folder or tub.
- ▶ Check or initial the ballot/batch retrieval list to indicate the ballot/batch has been pulled for the audit.
- ▶ Re-seal the ballot container and record the seal numbers on the chain-of-custody log.

Ballot Review and Verification

Hand-marked paper ballots may require the audit team to make decisions about voter intent. Each auditing team should have a copy of the approved voter intent guidelines to use when making that determination. This ensures ballots are adjudicated during the audit the same way they were adjudicated for the election.

Ensure all Audit Board teams are aware of the contests that need to be examined and recorded. If the voter's choices are not clear, and the Audit Boards cannot agree on what constitutes a valid mark, they can indicate "disagreement" in the software or on the tally sheet.

ICX Audit Process

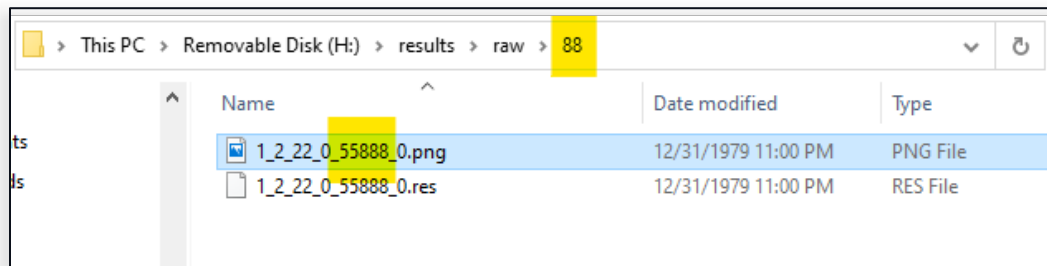
For ballots cast on the ICX voting machines, counties must identify the correct voting machine used and then may need to go through multiple paper tape rolls to find the correct ballot.

The identifier that starts with 53_f140421a will be shown on the placeholder and will appear at the beginning and end of that voter's ballot. The retrieval team must verify that identifier to ensure that the correct ballot has been located.



ICP2 Audit Process

For ballots cast on the ICP2 tabulators, the counties will need to identify the correct tabulator used and will then need to search the tabulator's SD card to find the correct ballot record image. The Record ID will appear in the ballot record image filename, as shown in the highlighted section below:



The Record ID will be shown on the placeholder and ballot retrieval list. The retrieval team must verify that Record ID to ensure that the correct ballot image has been located.

Once all ballots have been retrieved, the audit board team(s) must enter log into Arlo and work together to enter the votes cast for the audited contests using the following process. This process can seem tedious, but it is important to ensure that the audit board team pays proper attention to detail and reduces the risk of data entry mistakes.

Once all ballots have been retrieved, the audit board team(s) must enter log into Arlo and work together to enter the votes cast for the audited contests using the following process. This process is important to ensure that the audit board team pays proper attention to detail and reduces the risk of data entry mistakes.

IMPORTANT: A single mistake can force the entire state into a second round of auditing. Audit staff must ensure the correct ballots are pulled and votes are entered accurately.

1. Choose one team member to be the data entry clerk and one team member to read off the ballot. The data entry member (auditor #1) will log into RLA using the audit board credentials and will enter the names of both team members and then click the Start Auditing Button.

Container	Tabulator	Batch	Ballot Position	Status
Box 1	2	2	2	Not Audited
Box 2	5	1	60	Not Audited
Box 2	5	1	98	Not Audited

2. The first ballot to be audited will come up, and Auditor #2 will read off the imprint ID or unique identifier, while Auditor #1 will look at the information on the screen to verify that the team is looking at the correct ballot:

Auditor #2 will read the vote cast by that voter on the first contest and Auditor #1 will make that selection on screen while Auditor #2 watches to ensure accuracy. If the team was

unable to find that ballot, mark that selection and move on to the next ballot. After Auditor #1 enters the voter's selection, a verification screen will pop up and Auditor #1 must read that out loud, while Auditor #2 confirms by looking at the ballot that it was the correct selection.

3. The team can then move to the next contest and repeat that process. Once all audited contests for that ballot have been entered, Auditor #1 should click Submit & Next Ballot and continue until all ballots have been audited.

Additional Instructions and Troubleshooting

There is a Ballot Card Data Entry screen for each ballot.

Under the Audit Board Selections, the batch name and ballot number of the ballot being audited is listed. If the ballot has not been retrieved, use the “Ballot Not Found” button.

Use the “All Ballots” button to return to the full list of ballots selected for audit.

If you receive an error message, you need to enter ballot Information.

Select the candidate(s) marked on the ballot. Both audit board members should agree. Then select **[Submit Selections]**.

No vote types:

- ▶ **Overvote** - select each candidate marked by the voter
- ▶ **Contest not voted** - select the Blank Vote button
- ▶ **Contest not on ballot** - select Not on Ballot button
- ▶ **Invalid Write-In** - select Invalid Write-In (if a contest has valid write-in candidates, a Write-In button will be listed with contest choices)

If the audit board cannot agree - explain in the **Add Note** box.

On the verification screen, review the ballot information for accuracy and select **[Confirm Selections]** to go to the next ballot.

If a Ballot is Not Found Select **[Ballot Not Found]**, for each Contest **[Select]** the choices you see marked on the paper ballot. Once all votes are recorded select **[Submit Selections]**.

Arlo Audit Board #1: Bob, Jane

Batch: ABM-3 Ballot Number: 1

Ballot Contests

Colors: White, Pink, Blue, Green, Yellow, Orange

Blank Vote, Not on Ballot, Invalid Write-In, Add Note

Submit Selections

Instructions:

1. Confirm that you are looking at the correct ballot for the batch and position. If the ballot was not located, select **Ballot Not Found** at the top of the screen.
2. For each contest, select all the candidate/choices which you see marked on the paper ballot. Select **Blank Vote** if the color did not make any selections. Select **Not on Ballot** if the contest does not appear on the ballot. Select **Invalid Write-In** for a write-in adjudicated as invalid.
3. Once all votes are recorded, **Submit Selections** and proceed to the next ballot until all ballots have been audited.

Once all ballots have been audited, select **[Submit Audited Ballots]**.

Arlo Audit Board #1: Bob, Jane

17 of 17 ballots have been audited.

Audited: 17 Not Audited: 0

Submit Audited Ballots

Ballots for Audit Board #1

Batch	Ballot Number	Status	Actions
ABM-3	1	✓ Audited	Re-Audit
ABM-3	12	✓ Audited	Re-Audit
ABM-3	17	✓ Audited	Re-Audit
ABM-4	10	✓ Audited	Re-Audit
ED, 14	4	✓ Audited	Re-Audit
ED, 17	2	✓ Audited	Re-Audit

Submit Audited Ballots

Instructions:

1. Locate and retrieve the list of ballots to audit from storage.
2. Audit each ballot by indicating the votes you see marked.
3. Once all ballots are audited, click **Submit Audited Ballots**. Once results are submitted, no further edits can be made.

Enter auditor names exactly as they were entered at the start and click **[Sign Off.]**

Arlo Audit Board #1: Bob, Jane

Audit Board #1: Board Member Sign-off

Thank you for completing the ballots assigned to your Audit Board. Please sign your name below to confirm that all ballots were audited to the best of your ability and in accordance with the appropriate state statutes and guidelines.

If another round of auditing is needed, you will be notified by election officials.

Audit Board Member: Bob

Full Name:

Audit Board Member: Jane

Full Name:

Sign Off

Once all ballots have been audited, click **[Auditing Complete]**. Submit Results and re-enter the Auditors' names.

Arlo

Audit Setup | Audit Progress | View Audits | New Audit | Log out

Congratulations - the audit is complete! Download Audit Report

Audit Progress

Audit Progress by Jurisdiction

Jurisdictions	Jurisdiction Name	Status	Total Audited	Remaining in Round
Kalamazoo County	Kalamazoo County	Complete	0	0
Kalamazoo County	Kalamazoo County	Complete	0	0
Kalamazoo County	Kalamazoo County	Complete	0	0
Kalamazoo County	Kalamazoo County	Complete	0	0

State Audit Administrator

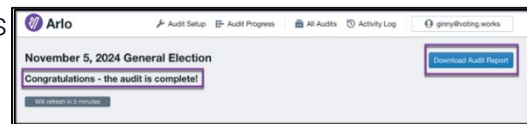
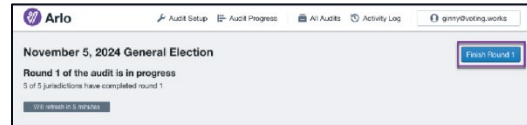
Audit Completion

When all jurisdictions have completed their ballot/batch entry and the risk limit has been met, Arlo will provide each jurisdiction with a report that includes all ballot retrieval information.

Click **[Download Audit Report]** for a copy of the report.

If the round completes the audit, the Audit Progress screen will display the message “Congratulations - the audit is complete!”

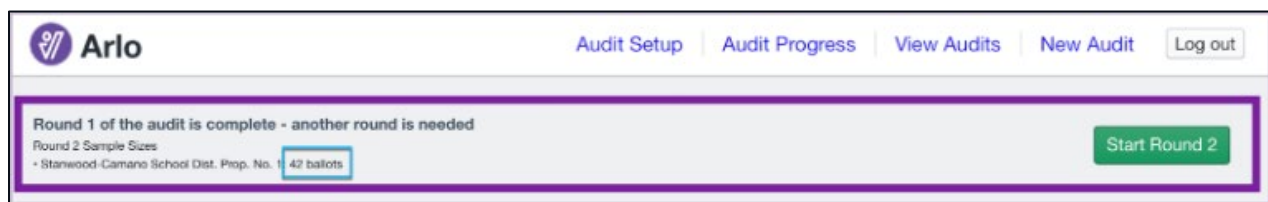
Select **[Download Audit Report]** for a report that includes all of the audit data, including the risk measurement.



5% Risk Limit Not Achieved

If the State Audit Administrator receives the message “another round is needed,” it means the 5% risk limit was not met across the state. A second (2nd) Risk-Limiting Audit is required, and jurisdiction auditors will be notified.

Additional Sampling



Legislative Process Report

The Secretary of State is required to collect the following information and report to the Legislature.²⁰² Counties are required to collect such information regarding each primary and general election and submit it to the Secretary of State. The information collected and reported to the Legislature includes but is not limited to the following:

- ▶ Ballots not included in the final canvass of votes; or
- ▶ Mechanical voting system malfunctions; or

²⁰² [NRS 293.4695](#)

- ▶ Polling places that do not open during the prescribed time; or
- ▶ Challenges made to the eligibility of voters; or
- ▶ Complaints regarding ballots cast by mail or facsimile; or
- ▶ Results of voting system audits; or
- ▶ HAVA provisional ballots cast; or
- ▶ Same-day registration provisional ballots cast.

U.S. Election Assistance Commission (EAC) Survey

The Election Administration and Voting Survey (EAVS) provides information related to election administration, registration, and voting. The survey includes national, state, and county-level data on:

- ▶ Voter Registration
- ▶ Uniformed and Overseas Voters
- ▶ Early, Absentee, and Provisional Voting
- ▶ Voting Equipment Usage
- ▶ Poll Workers, Polling Places, and Precincts

Since 2004, the EAC has conducted the EAVS following each federal general election. The EAVS asks all 50 U.S. States, the District of Columbia, and U.S. territories to provide data about the ways in which Americans vote and how elections are administered. The EAVS provides the most comprehensive source of state and local jurisdiction level data about election administration in the United States. This data plays a vital role in helping election officials, policymakers, and other election stakeholders identify trends, anticipate, and respond to changing voter needs, and invest resources to improve election administration and the voter experience. The survey provides policymakers and the public with critical information every two years about how federal elections are conducted and helps the EAC fulfill its Congressionally mandated reporting requirements.

The EAVS data collection consists of two separate surveys: the Policy Survey and the EAVS. The Policy Survey, which is administered in advance of each federal general election, collects data on State election policies and procedures to provide context for the quantitative data included in each State's EAVS submission.

The data collected in the Policy Survey includes information on:

- ▶ The State's voter registration and list maintenance policies
- ▶ The State's policies on how voters may participate in elections, such as by mail, in-person voting prior to Election Day, vote centers, voting under the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA), and provisional voting

- ▶ The State's policies and practices on election certifications, recounts, and audits, and on certification of election technology
- ▶ The State's voter identification policies
- ▶ How criminal convictions affect voting rights in the State

The EAVS survey, which is due 90 days after a federal general election, collects data at the jurisdictional level on:

- ▶ Voter registration, including the number of registered and eligible persons; the number of active and inactive registrants; the number of individuals who used same-day voter registration; the number of registration forms processed since the previous federal general election; the number of registration forms processed since the previous federal general election in total and by source; the number of confirmation notices sent to voters since the previous federal general election; and the number of voters removed from registration rolls since the previous federal general election
- ▶ UOCAVA voters, including the number of registered and eligible UOCAVA voters; the number of Federal Post Card Applications (FPCA) received, accepted, and rejected; the number of UOCAVA ballots transmitted, returned, counted, and rejected; and the number of Federal Write-in Absentee Ballots (FWAB) returned, counted, and rejected
- ▶ Domestic civilian by-mail voting, including the number of by-mail ballots transmitted; the number of by-mail ballots transmitted to permanent by-mail voters; and the number of by-mail ballots returned and rejected
- ▶ In-person voting and polling operations, including the number of in-person voters on Election Day and during early voting; the number of precincts; the number of polling places for Election Day and early voting; the number of poll workers during Election Day and early voting; the age of poll workers; and the ease of recruiting poll workers
- ▶ Provisional ballots, including the number of provisional ballots submitted and their adjudication, and the number of provisional ballots rejected; and
- ▶ Voter participation and election technologies, including the number of persons who successfully cast votes in the election in total and by voting mode; the source of data on election participation; use of electronic and paper poll books; use of voting technologies, location of vote tally; and general comments.

For more information about EAVS, including data and reports, to to the [U.S. EAC website](#).

Candidates and Campaigns

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Qualifications for Elected Office

Candidate qualifications differ according to office.

Federal and State Offices

Office	Type	Term	Limit	Residency	Age	Other
United States Senator	Partisan	6 yrs	None	At time of election	30	US citizen for at least 9 years
US House of Representatives	Partisan	2 yrs	None	At time of election	25	US citizen for at least 7 years

Constitutional Offices

Office	Type	Term	Limit	Residency	Age	Other
Governor	Partisan	4 yrs	2 terms	Qualified elector and citizen for 2 yrs prior	25	Registered to vote in NV
Lt. Governor	Partisan	4 yrs	2 terms	Qualified elector and citizen for 2 yrs prior	25	Registered to vote in NV
Secretary of State	Partisan	4 yrs	2 terms	Qualified elector and citizen for 2 yrs prior	25	Registered to vote in NV
State Treasurer	Partisan	4 yrs	2 terms	Qualified elector and citizen for 2 yrs prior	25	Registered to vote in NV
State Controller	Partisan	4 yrs	2 terms	Qualified elector and citizen for 2 yrs prior	25	Registered to vote in NV
Attorney General	Partisan	4 yrs	2 terms	Qualified elector and citizen for 3 yrs prior	30	Registered to vote in NV Member of the State Bar of Nevada in good standing.

Judicial Offices

Office	Type	Term	Limit	Residency	Age	Other
Justice of the Supreme Court	Non-Partisan	6 yrs	No	Qualified elector and resident for 2 yrs prior	25	Registered to vote in NV Licensed 15 years.
Nevada Court of Appeals	Non-Partisan	6 yrs	No	Qualified elector and resident for 2 yrs prior	25	Registered to vote in NV Licensed 15 years.
District Court Judge	Non-Partisan	6 yrs	none	Qualified elector and resident for 2 yrs prior	25	Registered to vote in NV Licensed 10 years, at least 2 in Nevada.

Applicable to ALL Judicial Offices:

Attorney licensed and admitted to practice law in Nevada courts at the time of election.

Licensed attorney and admitted to practice law in the courts in Nevada, another state, or District of Columbia for not less than the number of years listed at any time preceding his election or appointment, at least two years of which have been in Nevada.

Must have not been removed from judicial office by the Legislature or removed or retired from any judicial office by the Commission on Judicial Discipline.

Other Offices

Office	Type	Term	Limit	Residency	Age	Other
State Senate	Partisan	4 yrs	12 yrs	Qualified elector and resident for 1 yr prior. Resident of district for 30 days preceding filing date closing.	21	Registered to vote in the district they will represent.

Office	Type	Term	Limit	Residency	Age	Other
State Assembly	Partisan	2 yrs	12 yrs	Qualified elector and resident for 1 yr prior. Resident of district for 30 days preceding filing date closing.	21	Registered to vote in the district they will represent.
Board of Regents	Non-partisan	6 yrs	12 yrs	Resident of the district from which the member is elected.	-	Must be registered to vote in the district they will represent.
State Board of Education	Non-partisan	4 yrs	3 terms 12 yrs	Resident of the district for at least 30 days prior to close of filing.	-	Must be registered to vote in the district they will represent.

Filing for Candidacy

The first official step in running for office is to file a Declaration of Candidacy and pay filing fees. Filing fees and deadlines differ according to the office and the filing officer.

IMPORTANT: A person may not file a declaration of candidacy or other nomination papers for more than one elective office of any special district.¹ However, individuals can serve in more than one special district (other than a school district), such as an irrigation district, general improvement district, soil conservation district or a fire protection district in a capacity other than elective office.

If the filing officer allows virtual filing, the candidate must:

- ▶ **Prepare filing documents**, leaving them unsigned.
- ▶ **Pay the filing fee** prior to the virtual meeting.
- ▶ **Sign** filing documents during the virtual meeting and hold them up for review by the filing officer.
- ▶ **Send** signed documents to the filing officer, ensuring they will be received within the filing deadline.

The official filing date is the date filing documents are received by the filing officer.

¹ NRS 281.055

Candidates can either appear in person, file by mail, or if authorized by the filing officer, file virtually using a video conferencing platform. To complete a filing by mail, candidate filing documents must be notarized and mailed to the appropriate filing office with any other required documentation.²

IMPORTANT: A person must actually, as opposed to constructively, reside in the State, district, county, township and be registered to vote in the State, district, county, township or other area prescribed by law in which the officer is required to reside and, if elected, over which he or she will have jurisdiction or will represent.³

Filing Officers

The filing officer for an elected office is a candidate's key point of contact for submitting paperwork to appear on the ballot. A filing officer is **not** responsible for notifying a person filing a declaration of candidacy of any errors in the filing documents or filing fee.

Filing Officer	Offices
Secretary of State	▶ All federal offices except US House of Representatives Districts 1 and 3, who file with the Clark County Registrar of Voters ▶ All statewide offices ▶ Offices that represent districts comprising more than one county
County Clerk/Registrar of Voters	▶ County and township offices, including offices elected from districts completely within one county or part of one county
Clark County Registrar of Voters	▶ Clark county and township offices, including offices elected from districts completely within one county or part of one county ▶ US House of Representatives District 1 ▶ US House of Representatives District 3
City Clerk	▶ Offices that are elected at municipal elections⁴

² NRS 293.177, NRS 293C.145 or NRS 293C.175

³ NRS 281.050

⁴ NRS 293C.175

Candidate Filing System

Filing officers are required to create, submit, and administer candidate filings using [Aurora](#), the Secretary of State's candidate filing and campaign finance disclosure platform. During candidate filing periods, a public-facing link is available for election officials to share with candidates filing in their office.

Deadlines

Candidate filing deadlines are set by statute.⁵ If required documents are not filed, errors in the filing documents or filing fee are not corrected by 5 p.m. on the deadline the name of the person will not be printed on a ballot as a candidate.⁶

Candidate	Filing Start	Filing End
Judicial	First Monday in January	Second Friday after the first Monday in January
Non-Judicial	First Monday in March	Second Friday after the first Monday in March
Presidential Preference Primary/Major Party Candidate ⁷	Not earlier than October 1 of the year prior to the primary	Not later than October 15 of the year prior to the primary
Independent Candidate for President ⁸	January 2 of the election year	Second Friday in August of the election year

Saturdays, Sundays and holidays may be counted differently when computing Nevada election law compliance deadlines.⁹

- ▶ Saturdays, Sundays, legal holidays, and holidays proclaimed by the Governor are counted unless they are specifically excluded, or the time period is measured in working days.
- ▶ If the last day for filing any paper mentioned in this title falls on a Saturday, Sunday, legal holiday, or holiday proclaimed by the Governor, the deadline is extended to 5 p.m. on the following business day.

⁵ NRS 293.177

⁶ NRS 293.177, NRS 293C.145 or NRS 293C.175

⁷ NRS 298.660

⁸ NRS 298.109

⁹ NRS 293.1275

Additional Candidate Requirements

Major Party Candidates

Candidates of a major political party must designate their political party nomination on an application to register to vote in the State of Nevada or in any other State, no later than December 31 preceding the closing filing date for that election and ending on the date of that election whether or not the person's previous registration was still effective at the time of the change in party designation.

A person may be a candidate for a major political party for partisan office in an election:

- ▶ If the person's designation of political party or political party affiliation was changed as a result of a transaction with an automatic voter registration (AVR) agency during the AVR process and the person did not intentionally change his or her designation of political party or political party affiliation during the transaction; or
- ▶ If the person has not previously registered to vote in this State and submits a new application to register to vote designating a political party affiliation with a major political party before the deadline set forth by statute¹⁰ for filing a declaration of candidacy, unless the designation of his or her affiliation on the application filed in this State is filed during the period set forth by statute¹¹ and has been changed from the designation of political party or political party affiliation on an application filed in any other state.

A person who cancels his or her voter registration and submits a new application to register to vote may not be a candidate of a major political party for partisan office in an election if the person changed his or her designation of political party or political party affiliation when cancelling his or her voter registration and submitting a new application.

Independent Candidates for President of the United States

In addition to filing for candidacy and paying any required statutory filing fees, independent candidates are required to complete the independent petition process (see the section on Petitions) to qualify for candidacy.

Judicial Candidates

The Revised Nevada Code of Judicial Conduct included in the Supreme Court Rules imposes several requirements on judicial candidates. Candidate for judicial office should refer to the [Nevada Code of Judicial Conduct](#) and/or contact the Standing Committee on Judicial Ethics.

¹⁰ NRS 293.177

¹¹ NRS 293.176

Standing Committee on Judicial Ethics

P.O. Box 18123
Reno, Nevada 89511
(775) 687- 4017
(775) 448-9704 FAX
ncjdinfo@judicial.nv.gov

Financial Disclosures

Candidates for judicial office must file Contributions and Expenses (C&E) Reports with the Secretary of State as well as a Financial Disclosure Statement (FDS) with the Administrative Office of the Courts (AOC). Refer to the FDS section of this guide for further information.

Judicial Questionnaire

A judicial candidate, who is not the current seated incumbent, **must** complete and file a judicial questionnaire prescribed by the Nevada Supreme Court and submit it along with their declaration of candidacy when filing for office.¹² The questionnaire must include:

- ▶ The education of the candidate; and
- ▶ The qualifications possessed by each candidate; that is relevant to the judicial office for which the candidate is filing.

An incumbent for judicial office **may** complete the judicial questionnaire and submit it with their declaration of candidacy when filing for office.

The completed judicial questionnaire **must** be posted on the filing clerk's website¹³.

Ballot Names

Nicknames

Candidates may include a nickname of up to ten letters on the ballot. The name will appear on the ballot in quotation marks immediately before the candidate's surname. A nickname **must not**:

- ▶ Indicate any political, economic, social, or religious view or affiliation; or
- ▶ Be the name of any person, living or dead, whose reputation is known on a statewide, nationwide, or worldwide basis; or
- ▶ Be designed to deceive voters.

¹² NRS 293.179

¹³ NRS 293.179 and NRS 293C.1855

Candidates with the Same Surname

If two or more candidates have names similar enough to cause confusion, and neither candidate is an incumbent, then the candidates' middle names or middle initials, if any, must be included on the ballot.

If one of the candidates is an incumbent, the incumbent's name is listed first followed by the word "incumbent."¹⁴

Changing Name on the Ballot

A candidate may change the way his or her name will appear on the ballot by filing a written request to amend the declaration of candidacy. The candidate must file the request in person with the filing officer with whom the candidate filed his or her declaration of candidacy not later than 5 p.m. on the last day to file for office.¹⁵

The surname of the candidate printed on a ballot may be the candidate's original surname or married surname. A candidate may not request that a new modification or combination of his or her original surname and married surname appear on a ballot.¹⁶

¹⁴ NRS 293.2565

¹⁵ NAC 293.081

¹⁶ NRS 293.2565

Candidate Filing fees

Office	Filing Fee
President of the United States (Federal)	\$1,000
United States Senator (Federal)	\$500
U.S. Representative in Congress (Federal)	\$300
Governor	\$300
Lieutenant Governor	\$200
Secretary of State, Treasurer, State Controller & Attorney General	\$200
State Senate / Assembly	\$100
Justice of the Supreme Court (AOC)	\$300
State Board of Education	\$200
Court of Appeals (AOC)	\$200
District Court Judge (AOC)	\$150
Justice of the Peace (AOC)	\$100
Any County Office	\$100
Hospital or Hospital District	\$30
Constable or other Town or Township Office	\$30
Any District Office other than District Court Judge	\$30
Board of Regents	\$0
Any Office which Receives No Compensation ¹⁷	\$0

An additional fee, not to exceed \$5.00, may be added by county clerks or clerks of the court (only) in addition to any candidate filing fees.¹⁸ If a county clerk elects to charge and collect an additional fee for filing and recording a declaration of candidacy for a public office, the county clerk shall:

- ▶ Charge the additional fee for all public offices for which a declaration of candidacy is filed with the county clerk.
- ▶ Notify the Secretary of State by email or mail not later than 15 days before the start of the candidate filing period in an election year.

¹⁷ NRS 293.193

¹⁸ NRS 19.013(2)(b)

The written notification must include:

- ▶ That the additional fee is being charged and collected; and
- ▶ The amount of the additional fee; and
- ▶ The total filing fee, that will be collected for each public office.

If an independent candidate fails to receive enough signatures on a petition to appear on the ballot, the filing fee of the independent candidate must be returned to the candidate. The filing officer to whom the fee was paid must return the fee within ten (10) business days after the date on which a final determination is made that the candidate did not receive enough signatures.¹⁹

Candidate Headshots

Candidates, their spouses, or campaign staff can submit digitized candidate headshots for use on the Secretary of State's website. Photos will be cropped to approximately 2 inches above the head and 8 inches below the chin.

Photos can be submitted beginning on the first Monday in March preceding the election and not later than 5 p.m. on the second Friday preceding the day of the election. The Office of the Secretary of State may reject any photograph that is offensive; or that contains nudity, alcohol or drug paraphernalia; writing or symbols that indicate allegiance to any group or organization; or persons or objects other than the candidate.

NOTE: The Office of the Secretary of State will not contact candidates to request photographs.

Withdrawal of Candidacy

After filing a Declaration of Candidacy, a candidate must take formal steps to end the candidacy. A withdrawal of candidacy must be in writing and be presented by the candidate, in person, to the filing officer, within seven days after the last day of candidate filing, excluding Saturdays, Sundays and holidays.²⁰

Reversing the withdrawal is referred to as rescission. A rescission of withdrawal of candidacy must be in writing and be presented by the candidate, in person to the filing officer, within the seven-day withdrawal period, after the last day of candidate filing, excluding Saturdays, Sundays, and holidays.²¹

¹⁹ NRS 293.194

²⁰ NRS 293.202

²¹ NRS 293.202

Challenging the Qualifications of a Candidate

A voter may challenge the qualifications of a candidate for office based on the Constitution or the laws of the State of Nevada.²² The challenge must be filed in writing with the filing officer giving the grounds for the challenge and providing documentation and evidence.

A challenge is a serious matter that will be evaluated by the filing officer and then, if appropriate, transmitted to the Attorney General or District Attorney, depending on where the challenge was filed. Filing officers are required to notify the voter making the challenge if the challenge is found by a court to be frivolous, the elector may be required to pay reasonable attorney's fees and court costs of the candidate challenged.

A challenge must:

- ▶ Indicate each qualification the candidate fails to meet; and
- ▶ Have attached all documentation and evidence supporting the challenge; and
- ▶ Be in the form of an affidavit, signed by the elector under penalty of perjury.

The filing officer must immediately transmit the challenge to the Attorney General or District Attorney, as appropriate. If the Attorney General or District Attorney determines that probable cause exists to support the challenge, the Attorney General or District Attorney must petition a court of competent jurisdiction within five business days to order the candidate to appear before the court.

Upon receipt of such a petition, a certified copy of the order must be served on the candidate. The order will direct the candidate to appear before the court at a hearing, at a time and place to be fixed by the court in the order, to show cause why the challenge is not valid. The court shall give priority to such proceedings over all other matters pending with the court, except for criminal proceedings.

- ▶ **If the court determines that the challenge is valid** or that the person otherwise fails to meet any qualification required for the office pursuant to the Constitution or laws of this State, or if the person fails to appear at the hearing:
 - The person's name must not appear on the ballot unless the deadline for ballot changes has passed.
 - The person may not undertake the duties of the office.
 - If the name does appear on the ballot, election officials must post a notice at each polling place informing voters of the disqualification.²³

²² NRS 293.182
²³ NRS 293.2045

- ▶ If the court determines that the challenge is frivolous, the court may order the elector who filed the challenge to pay the reasonable attorney's fees and court costs of the person who was challenged.

Filling a Vacancy

A vacancy occurring in a minor political party's nomination for a partisan office may be filled by a candidate designated by the minor party's executive committee, except for a vacancy occurring in a party nomination for the office of State Senator or Assemblyperson from a multi-county legislative district. The designation must be filed before 5:00 p.m. on the fourth Friday in July. The nominated candidate must file a declaration of candidacy and pay the filing fee by 5:00 p.m. on the date the designation is filed.²⁴

To fill a vacancy in a minor party nomination for the office of State Senator or Assemblyperson from a multi-county legislative district, the county commissioners of each county, all or part of which is included within the legislative district, shall meet to appoint a person who is of the same political party as the former nominee.

- ▶ Each board of county commissioners must first meet separately and determine the single candidate it will nominate to fill the vacancy.
- ▶ Then the boards meet jointly and the chairs on behalf of the boards cast a proportionate number of votes according to the percent (rounded to the nearest whole percent):
 - Which the population of its county is the population of the entire district.
 - Populations must be determined by the last decennial census or special census conducted by the Bureau of the Census of the United States Department of Commerce. The person who receives a plurality of these votes is appointed to fill the vacancy.
 - If no person receives a plurality of the votes, the boards of county commissioners of the respective counties shall each as a group select one candidate, and the nominee must be chosen by drawing lots among the persons so selected.

NOTE: No change may be made to a general election ballot after the fourth Friday in July. If a nominee dies after that date, or a vacancy in the nomination is otherwise created, the nominee's name must remain on the ballot and if the nominee is elected, a vacancy is created.²⁵

²⁴ NRS 293.165

²⁵ NRS 293.165(4) and NRS 293.166(3)

Conducting a Campaign

Nevada statutes establish requirements for candidates and campaigns in Nevada. Uniform compliance with these requirements helps improve public trust and understanding of the elections process.

Code of Fair Campaign Practices

The Code of Fair Campaign Practices is a voluntary code identifying principles by which a fair and ethical campaign should be run. Candidates who subscribe to the Code may indicate so in campaign literature. Candidates are each provided with a copy of the Code of Fair Campaign Practices at the time of filing.

Use of the Term “Re-Elect” and Implying Incumbency

Nevada law prohibits a candidate’s use of the term “re-elect” in any campaign materials or statements unless that candidate is the incumbent.²⁶ Nevada law also prohibits a candidate’s use of other words that falsely imply the candidate is the incumbent.²⁷

Persuasive Polls

If a candidate, political party, committee sponsored by a political party, or committee for political action requests or compensates a person to conduct or cause to be conducted a persuasive poll or produce an automated or computerized message by telephone concerning a candidate, the person conducting the poll shall disclose, at the end of the poll, the name and telephone number of the candidate, political party, committee sponsored by a political party, or committee for political action that requested or compensated the person for the poll.²⁸ Each violation is subject to a civil penalty of up to \$5,000.²⁹

A “persuasive poll” is defined as the canvassing of persons, by means other than an established method of scientific sampling, by asking questions or offering information concerning a candidate which is designed to provide information that is negative or derogatory about the candidate or the candidate’s family. The term does not include a poll that is conducted only to measure the public’s opinion about or reaction to an issue, fact, or theme.³⁰

²⁶ NRS 294A.330

²⁷ NRS 294A.340

²⁸ NRS 294A.341

²⁹ NRS 294A.343

³⁰ NRS 294A.341

Disclosures on Campaign Materials

A candidate, committee for political action, political party, or committee sponsored by a political party that expends more than \$100 for the purpose of financing a communication through any television or radio broadcast, online/internet, newspaper, magazine, outdoor advertising facility, mailing, or any other type of general public political advertising shall disclose on the communication that it was paid for by the candidate, committee for political action, political party, or committee sponsored by a political party.³¹

If a communication is approved by a candidate, in addition to disclosing on the communication that it was paid for by the candidate, the communication must state that the candidate approved the communication and disclosed the street address, telephone number, and internet address, if any, of the person, committee for political action, political party, or committee sponsored by a political party that paid for the communication.³²

A candidate, committee for political action, political party, or committee sponsored by a political party that has a public website or that sends out an email to more than 500 people advocating for the election or defeat of a candidate or group of candidates, or soliciting contributions, disclose the name of the candidate, committee for political action, political party, or committee sponsored by a political party.³³

Disclosures and statements must be clear and conspicuous, and easy to read or hear, as applicable. Disclosure requirements do not apply to statements or communications appearing on caps, hats, shirts, or other articles of clothing, regardless of cost. They also do not apply to any item that has a retail cost per item of less than \$5, including any button, pen, pencil, ruler, magnet, key tag, emery board, comb, letter opener, can holder, bottle opener, jar opener, balloon, or piece of candy. However, the \$5 per item retail value exclusion does not apply to any door hanger, bumper sticker, yard sign, or advertising through a television or radio broadcast, newspaper, magazine, outdoor advertising facility, or mailing.³⁴

Campaign Signs

Local and state laws govern the use of campaign signs. Candidates should review county and city ordinances for local rules. In addition, state law governs campaign signs placed

³¹ NRS 294A.348

³² NRS 294A.348

³³ NRS 294A.348

³⁴ NRS 294A.349

within highway rights-of-way. Nevada Department of Transportation's policy, specific prohibitions, removal policy, and penalties are set forth by statute.³⁵

State law sets time restrictions on the placement of campaign signs along interstate and primary highways. Campaign signs must not be placed next to these highways earlier than sixty (60) days before a primary election and must be removed no later than thirty (30) days after the election. A successful candidate in the primary election may display his or her campaign signs through the following general election, removing them thirty (30) days later.³⁶

For more information or to report a violation, please contact the Nevada Department of Transportation at (775) 888-7000.

Candidates or campaigns must seek permission from property owners prior to placing campaign signs on private property. Posting campaign signs on public utility poles is prohibited.³⁷

Synthetic media

Nevada legislation governs synthetic media communication.³⁸ Any synthetic media communication made or paid for by a person, organization, candidate, personal campaign committee of a candidate, committee for political action or committee sponsored by a political party that is made in support of or opposition to a candidate, group of candidates or political party, that provides information about political or social issues with the intent to influence the outcome of an election or that solicits contributions and includes any form of synthetic media in the communication.

The disclosure must be clear and conspicuous:

"This (image/video/audio) has been manipulated."

The disclosure must be provided in accordance with the following requirements:

- ▶ Visual media
 - Disclosure must appear during the entire duration of the video; and
- ▶ Audio media: must be read in a clearly spoken manner, in a pitch that can easily be heard by the average listener and in the same language as the rest of the audio
 - Disclosure must appear at the beginning and the end of the audio.

35 NRS 405.030, and NRS 405.110

36 NRS 410.400(4)

37 NRS 704.638

38 AB73

- If the audio is longer than two (2) minutes in length, disclosure must be interspersed within the audio at intervals of not more than two (2) minutes each.

Campaign Finance

Nevada's campaign finance laws establish a comprehensive framework for regulating political contributions, expenditures, and reporting to ensure transparency and accountability in the state's electoral process.

Financial Disclosure Statements (FDS)

State law requires that all Financial Disclosure Statements be filed electronically with the Secretary of State's office using the [Aurora - Campaign Finance Disclosure System](#).

Federal Candidates

Candidates filing for a federal office are required to file campaign finance reports with the Federal Election Commission (FEC). All federal candidates are encouraged to contact the FEC for other requirements.

Federal Election Commission

1050 First Street, NE
Washington, D.C. 20463
(800) 424-9530 or (202) 694-1000
TTY: (202) 219-3336
info@fec.gov

Non-Judicial Candidates

Nevada law requires a candidate for a non-judicial public office to electronically file a Candidate Financial Disclosure Statement (FDS) with the Secretary of State if the candidate is entitled to receive annual compensation of \$6,000 or more for serving in the office the candidate is seeking.

Candidates for the office of Legislator must file a FDS regardless of compensation. The Candidate FDS is due 10 days after the last day to file a declaration of candidacy for non-judicial candidates.

Additionally, non-judicial candidates elected to office must file an FDS by January 15th of each year they hold office, including the last year of their term.³⁹

³⁹ [NRS 281.561](#)

NOTE: Failure to file an FDS for non-judicial candidates is punishable by civil penalty up to \$2,000.⁴⁰

Judicial Candidates

Judicial candidates are required to file a Statement of Financial Disclosure with the [Administrative Office of the Courts](#) (AOC) on or before March 31st, for the preceding calendar year of the judge's term.

The [Judicial Statement of Financial Disclosure](#) is a public document filed with the State Court Administrator at the AOC. Additional information regarding the filing of the Judicial Statement of Financial Disclosure is available in the [Nevada Revised Code of Judicial Conduct](#) as well and NRS 281.⁴¹

A judicial officer who is appointed to fill the unexpired term of a predecessor or to fill a newly-created judgeship is required to file a Judicial Statement of Financial Disclosure pursuant to the [Nevada Revised Code of Judicial Conduct](#).⁴²

Appointed Officials

An appointed public officer who is entitled to receive annual compensation of \$6,000 or more for serving in the office the candidate is seeking, or who is appointed to the serve as a legislator, must file a Financial Disclosure Statement with the Secretary of State. The Appointment Financial Disclosure Statement is due not later than thirty (30) days after the public officer's date of appointment.⁴³

Contribution & Expenses Reports (C&E)

State law requires that all Contribution and Expenses reports be filed electronically with the Secretary of State's office using the [Aurora - Campaign Finance Disclosure System](#).

Quarterly Reporting

Every candidate for office in a primary or general election must report all contributions and campaign expenses in excess of \$100 as well as multiple contributions from a single contributor that cumulatively exceed \$100. Every candidate must also report the aggregate total of all contributions and campaign expenses of \$100 or less, but they are

⁴⁰ NRS 281.581

⁴¹ NRS 281.561, and NRS 281.571

⁴² NRS 281.559(1)(a)

⁴³ NRS 281.559(1)(a)

not required to itemize contributions and campaign expenses of \$100 or less. Reports are required quarterly and annually.⁴⁴

All candidates *must* file all four C&E reports, even if they:

- ▶ Withdraw their candidacy.
- ▶ End their campaign without withdrawing.
- ▶ Receive no contributions.
- ▶ Have no campaign expenses.
- ▶ Are not opposed in the election by another candidate.
- ▶ They are defeated in the primary election.
- ▶ They are removed from the ballot by court order.
- ▶ Are the subject of a petition to recall and the special election is not held.⁴⁵

Annual Reporting

Every candidate and incumbent must file an annual C&E report even if their name did not appear on an official election ballot or if they did not receive any contributions. The annual C&E report must be filed on or before January 15th of the year immediately after the election. Each year thereafter before an election year, the candidate must file by January 15th his or her contributions and campaign expenses in excess of \$100 by filing an Annual C&E Filing report.⁴⁶

Reporting Due Dates

Contributions and Expenses (C&E) Reports for judicial and non-judicial candidates must be filed electronically with the Secretary of State.⁴⁷ New candidates must create an account at www.nvsos.gov. Select **[Campaign Finance] > [login to file reports]**.

The Q4 C&E Report may meet the requirements of the Annual filing if C&E Report 1-3 were filed as required.

Bi-annual Due Dates - C&E Reports		
Filing Type	Period	Due Date
Annual	1 January – 31 December	15 January
Q1	1 January – 31 March	15 April
Q2	1 April – 30 June	15 July
Q3	1 July – 30 September	15 October
Q4	1 October – 31 December	15 January

⁴⁴ NRS 294A.120 and NRS 294A.200

⁴⁵ NRS 294A.350

⁴⁶ NRS 294A.005

⁴⁷ NRS 294A.120 and NRS 294A.200

Loans and Written Acknowledgments

A candidate must report loans guaranteed by a third party, forgiven loans, and written commitments for a contribution. A candidate must also report the amount of any loan obtained or forgiven; the name and address of each person who either guaranteed or forgave a loan; the amount of any written commitment for a contribution; and the name and address of each person who made a written commitment.⁴⁸

Bank Interest

Officials who are required to file Contribution & Expense reports are not required to report bank interest.⁴⁹ However, candidates and officials would ideally opt to report this information in the best interest of full disclosure and transparency.

NOTE: Bank interest is reported on a separate line item to clarify the nature of the funds.

Completing a Campaign

When a candidate, political action committee (PAC), or other political group in Nevada is wrapping up a campaign, there are specific steps and legal requirements for **completing and closing out** the campaign. This process is overseen by the **Nevada Secretary of State** and ensures that all contributions, expenditures, and final balances are properly reported.

Notice of Completion of Campaign

If a candidate withdraws, ends their campaign, is defeated in the primary election, or has been removed from the ballot by court order, they must file a [Notice of Completion of Campaign](#) with the Secretary of State. Additionally, the candidate must dispose of any unspent or excess contributions and file the remaining required financial reports. The candidate can't accept additional campaign contributions.⁵⁰

If the candidate is later elected to office despite ending his or her campaign, they must restart reporting their contributions and expenses, beginning with the next report that is due after his or her election to office.

⁴⁸ NRS 294A.128

⁴⁹ NRS 294A

⁵⁰ NRS 294A.350

Disposition of Unspent Contributions

Candidates who are defeated during an election, withdraw from a race, or are removed from the ballot via court order must file all four C&E reports, with the final C&E report detailing how the remaining funds were disposed of.⁵¹

Every candidate who is defeated at the primary election and received a contribution from a person in excess of \$5,000 shall, not later than the 15th day of the second month after his or her defeat, return any money in excess of \$5,000 to the contributor.

State law also specifically limits the manner in which unspent contributions may be disposed. Candidates who are elected to office may keep unspent campaign funds and use them for the candidate's next election.⁵²

Campaign Finance FAQs

Q: Is there a limit to the amount a candidate can accept from one donor?

A: Yes. The limit is \$5,000 for the primary election and \$5,000 for the general election, for a maximum total of \$10,000. A candidate for office in a special election may receive a maximum of \$5,000 from a single donor. If the candidate receives more than \$5,000 from any person and loses the primary election, the candidate must return any amount in excess of \$5,000 to the contributor.⁵³

Q: What if the candidate doesn't have a primary election? Is the maximum still \$10,000?

A: A candidate who does not have an opponent in a primary election, but who is running in an election that contains both a primary and a general election cycle, may receive the maximum of \$10,000 from one donor. Candidates seeking office in a special election may only receive a maximum of \$5,000 from one donor.

Q: Is there a limit to the amount of contributions a Committee for Political Action (PAC) can receive from one donor?

A: No. There is no limit to the contributions a PAC can receive or give to another PAC. However, PACs are still limited as to the amount they can contribute to an individual candidate.⁵⁴

⁵¹ [NRS 294A.350](#)

⁵² [NRS 294A.160](#)

⁵³ [NRS 294A.100](#) and [NRS 294A.160](#)

⁵⁴ [NRS 294A.100](#)

Q: What is an in-kind contribution?

A: The value of goods or services provided “in kind” for which money would have otherwise been paid.⁵⁵ For example, if someone donates billboard space to a candidate, that is an in-kind contribution. The value of that contribution is what it would normally cost to rent the billboard space.

Q: Can someone make an anonymous contribution to a candidate?

A: No. Anonymous contributions of \$100 or more are prohibited.⁵⁶

Q: Can someone make a contribution to a candidate in the name of another person?

A: No. Making a contribution in the name of another person, sometimes known as conduit or straw contributions, is prohibited by law.⁵⁷

Q: Are the C&E Reports the only finance forms candidates must file?

A: No. If you receive more than \$6,000 in annual compensation, you must file a Financial Disclosure Statement (FDS) with the Secretary of State.⁵⁸

Q: Do all candidates have to file all four C&E Reports?

A: Yes. Every candidate (excluding federal candidates) must file all four C&E reports even if they withdraw their candidacy, end their campaign without withdrawing, receive no contributions, have no expenses, are defeated in the primary election, have their name removed from the ballot by court order, run unopposed, or are the subject of a petition to recall and the special election is not held.⁵⁹

C&E Filing Late Fees

Days Late	Penalty
1-7	\$25/day
8-15	\$50/day
16+	\$100/day

⁵⁵ NRS 294A.007

⁵⁶ NRS 294A.190

⁵⁷ NRS 294A.112

⁵⁸ NRS 281.561

⁵⁹ NRS 294A.120, NRS 294A.200, and NRS 294A.350

Q: Can C&E Reports be mailed or faxed to the filing officer?

A: No. All C&E Reports must be filed electronically with the Secretary of State. A candidate may file a paper report only if: (1) the candidate did not receive or expend money in excess of \$10,000 after becoming a candidate; and (2) the candidate files an affidavit with the Secretary of State that states the candidate does not own or have the ability to access the technology necessary to file the report electronically and the candidate does not have the financial ability to obtain such technology. The affidavit must be signed under an oath to God or penalty of perjury. This form must be filed with the Secretary of State not later than 15 days before the C&E Report is required to be filed.⁶⁰

Q: What happens if a candidate files the C&E Report(s) late?

A: The penalty is calculated based on the number of days late the C&E report is filed. The maximum penalty per violation is \$10,000 plus court costs and attorney's fees.⁶¹

Q: What happens if a candidate does not file all four C&E reports?

A: In addition to any civil penalty of up to \$10,000 per violation, the candidate may be referred to the Attorney General's office for further action.⁶² Please note that even if a candidate has missed the deadline to file a report, they are still required to file the report.

Q: Can a candidate pay the penalty out of their campaign account?

A: No. Personal use of campaign funds is prohibited.⁶³

Q: Should campaign contribution and expenses be in a separate financial account?

A: Yes. Every candidate must open and maintain a separate personal account in a financial institution located in the United States for the deposit of any campaign contributions within one week of receiving a minimum contribution of \$100.

FDS Late Fees

Days Late	Penalty
1-10	\$25
11-20	\$50
21-30	\$100
31-45	\$250
>45 days	\$2,000

⁶⁰ NRS 294A.3733

⁶¹ NRS 294A.420

⁶² NRS 294A.420

⁶³ NRS 294A.160

Any committee for political action, committee sponsored by a political party, or committee for the recall of a public officer must open and maintain a separate account in a financial institution located in the United States for the deposit of any contributions received, within 1 week after receiving total contributions of \$1,000 or more.⁶⁴

Q: When is the Financial Disclosure Statement (FDS) due?

A: For non-Judicial Candidates, the FDS is due 10 Days after the last day of candidate filing. For Judicial Candidates, the FDS is due March 31, for the preceding year of the judge's term. Annual FDSs are due January 15. Appointment FDSs are due 30 days after appointment.⁶⁵

Q: What happens if I fail to timely file a Financial Disclosure Statement (FDS) or do not file one at all?

A: The civil penalty is up to \$2,000 per violation. Your file may also be remanded to the Attorney General's office if you fail to pay the penalty.⁶⁶ If you must email a "Waiver Request" to nvelect@sos.nv.gov briefly stating why you were late in filing, someone from the Secretary of State's office will contact you. If your petition is accepted, your penalty fee may be waived.

Q: Can I pay campaign expenses out of my own funds and later reimburse myself out of campaign contributions?

A: Yes, but you must report both the expense and the reimbursement. This is accomplished by reporting a contribution in the form of a loan from the candidate to the campaign in the amount of the expense that was paid for with personal funds. Contributions that are intended as a loan can be marked as such in the C&E Report. The reimbursement to the candidate is reported as a campaign expense under Category M – Repayment of Forgiveness of Loans.

Q: Do I need to report donated or discounted goods or services that are provided to my campaign?

A: Yes. Donated goods or services are an in-kind contribution, and the standard cost of donated goods or services must be reported as such. With respect to discounted goods or services, the difference between the standard cost for the goods or services and the discounted cost is considered an in-kind contribution and must be reported.⁶⁷

⁶⁴ NRS 294A.130

⁶⁵ NRS 281.559 and NRS 281.561

⁶⁶ NRS 281.581

⁶⁷ NRS 294A.007

Petitions

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About Petitions

Referendum and Initiative Petitions have been a feature of Nevada’s Constitution since the early 1900s. A form of Direct Democracy, petitions allow Nevadans to show widespread support for specific policies or candidates. Petitions may be statewide, county, or city.

In some counties, the County Clerk is responsible for handling petitions. In other counties, a Registrar of Voters plays that role. Throughout this document, the term Clerk/Registrar is used in place of the wording “County Clerk or Registrar of Voters.”

Responsibilities

Secretary of State	Petitioner	Clerk/Registrar
After each General Election, determine the number of signatures required for a petition using voter participation data from the recent election.¹ Makes available a list of public buildings designated for gathering signatures.² Government buildings other than public elementary or secondary schools can be used for signature gatherings. Does not approve the legality of any petition language or form.	Notifies the public officer in charge of the building of the dates and times that signatures will be gathered. Ensures petition documents meet Universal Petition Requirements in addition to any unique requirements specific to the petition type. Submit all documents to the appropriate Clerk/Registrar at the same time.	Issues a receipt stating the number of documents submitted, the number of pages of each document, and the number of signatures declared to be on the petition. Within two business days of receipt of the petition, counts every signature on the petition and forward that number (the “raw count”) to the Secretary of State.³ Verifies signatures when directed by the Secretary of State.

Petition requirements are covered in [NRS 306.020](#), [NRS 306.030](#), and [Article 2, Section 9](#) of the Nevada Constitution.

¹ NRS 293.127563

² NRS 293.127565

³ NRS 293.1276(1) and NRS 293.12758

Petition Protections

The right to circulate a petition is protected by [Article 19 of the Constitution of the State of Nevada](#).

The following are unlawful:

- ▶ Soliciting signatures for any petition inside a polling place or within 100 feet of the entrance to a building in which a polling place is located.⁴
- ▶ Misrepresenting the intent or content of a petition.⁵
- ▶ Giving compensation in exchange for signing a petition.⁶
- ▶ Using force or threat of force to intimidate or coerce someone to sign a petition.⁷

Who May Sign

Only registered voters of the county in which the petition is circulated may sign. If the office is not a statewide office, only the registered voters of the county, district, or municipality in question may sign.⁸

IMPORTANT: Clerks/Registrars cannot accept a petition unless each page of the petition is numbered sequentially, including blank pages, and will disregard any signature that is not signed in ink.⁹

For initiatives, referendums, or independent petitions signature requirements, use the Nevada Congressional District Map, available on the [Nevada Legislature's website](#), to determine the number of signatures that must be gathered for each petition district.

Universal Petition Requirements

The following requirements are applicable to all petitions.

Each petition document must:
Bear the name of a county, and only registered voters of that county may sign the document.

Contain sequentially numbered spaces for each person signing to provide:

- ▶ printed name
- ▶ signature
- ▶ residence address
- ▶ county where the person is registered to vote
- ▶ date of the signature.

Contain an affidavit on the last page that is signed before a person authorized by law to administer oaths in the State of Nevada (a notary public).

Each signature on the petition **must be in ink**.

Each page of the document, including blank pages, must be sequentially numbered.

The circulator must sign the **Affidavit of Circulator** and **is not required** to be a registered voter in Nevada.

⁴ NRS 293.710; NRS 293.740(1) & (4)(f); NRS 293.361; NRS 293C.361

⁵ NRS 306.210

⁶ NRS 295.300

⁷ NRS 293.710

⁸ NRS 293.200(2) and NRS 295.055

⁹ NRS 293.12758(3) and NRS 293.12758(4)

The Petition Form

Information that must be included on each page:

1. **Petition type** (e.g., Recall Petition) at the top left in at least 10-point bold type.
2. Line naming the **individual to be recalled** or **party** petitioning for ballot access.
3. **Minimum number of signatures** necessary for a valid petition.
4. **The County** and **District** or municipality, if applicable.
5. **The date** the notice of intent was filed.
6. **Sequentially numbered spaces** for:
 - ▶ Printed name of each person who signs
 - ▶ Signature
 - ▶ Residential address
 - ▶ County where the person is registered to vote
 - ▶ Signature Date
7. **Sequential page numbering, including blank pages.**¹⁰

NOTE: The Clerk/Registrar will disregard any signature that is not signed in ink.¹¹

FRANCISCO V. AGUILAR

NEVADA

SECRETARY of STATE

101 N Carson Street, Suite 3
Carson City, NV, 89701
775.687.8683

Recall Petition
NRS 306.020, NRS 306.030

1

Signatures of registered voters seeking the recall of

2

(Name of public officer for whom recall is sought)

(Insert 200 words or less setting forth the reason(s) why recall is demanded)

3

5

Minimum number of signatures required: _____ Date notice of intent was filed: _____

County of _____ Only registered voters of this county may sign below

Petition District: _____ registered voters of this petition district may sign below

6

4

1	PRINT YOUR NAME (last name, first name, initial)	RESIDENCE ADDRESS ONLY:
	YOUR SIGNATURE: _____ DATE: ____/____/____	CITY: _____ COUNTY: _____
2	PRINT YOUR NAME (last name, first name, initial)	RESIDENCE ADDRESS ONLY:
	YOUR SIGNATURE: _____ DATE: ____/____/____	CITY: _____ COUNTY: _____
3	PRINT YOUR NAME (last name, first name, initial)	RESIDENCE ADDRESS ONLY:
	YOUR SIGNATURE: _____ DATE: ____/____/____	CITY: _____ COUNTY: _____
4	PRINT YOUR NAME (last name, first name, initial)	RESIDENCE ADDRESS ONLY:
	YOUR SIGNATURE: _____ DATE: ____/____/____	CITY: _____ COUNTY: _____
5	PRINT YOUR NAME (last name, first name, initial)	RESIDENCE ADDRESS ONLY:
	YOUR SIGNATURE: _____ DATE: ____/____/____	CITY: _____ COUNTY: _____

This space for office use only

7

Page ____ of ____

EL-D14-25
NRS 306.020, NRS 306.030
Revised: 5/9/25

¹⁰ NRS 293.12758(3)

¹¹ NRS 293.12758(4)

Each petition must also contain:

1. An affidavit of the person who circulated the document.¹²

The affidavit must:

2. Be placed as the last page of the document, and
3. Be signed before a person authorized by law to administer oaths in the State of Nevada (a notary public).¹³

The form is a petition for recall, titled "NEVADA SECRETARY of STATE" with the name "FRANCISCO V. AGUILAR" above it. The address "101 N Carson Street, Suite 3, Carson City, NV 775.687.8883" is in the top right. A red box at the top center contains the text "Signatures of registered voters seeking the recall of" followed by a line for "(Name of public officer for whom recall is sought)". Below this, a red box with a "2" contains the instruction "[Place affidavit on last page of document]". A red box with a "1" contains the heading "AFFIDAVIT OF CIRCULATOR". Below this heading, a note states: "(To be completed by the person who circulated the petition after all signatures have been obtained)". The form then asks for "State of Nevada" and "County of" with closing brackets. It follows with a line for "I, _____, (print name), being duly sworn under penalty of perjury, depose and say: (1) that I reside at _____". Below this is a paragraph of affirmations: "(print street, city and state); (2) that I am 18 years of age or older; (3) that I personally circulated this document; (4) that all signatures are genuine and were affixed in my presence; (5) that, according to my best information and belief, each person who signed was at the time of signing a registered voter in the State and county of his or her residence; and (6) that the number of signatures affixed thereon is _____". To the right of this paragraph is a red box with a "3" containing the text "Signature of Circulator". Below the affirmations is a red box containing a line for "Subscribed and sworn to or affirmed before me this _____ day of _____, by _____", followed by a line for "Notary Public or person authorized to administer an oath". At the bottom left, the text "EL-D14-25, NRS 306.020, NRS 306.030, Revised: 5/9/25" is present. At the bottom right, a red box contains the text "Page _____ of _____".

Delivering a Petition

The petitioner must deliver all documents on the same day. The clerk/registrar must issue a receipt confirming the number of documents, pages, and signatures submitted.¹⁴

Raw Count and Signature Verification

To determine whether petition signatures must be verified, the Clerk/Registrar will complete an initial count of the total number of signatures submitted. This raw count is submitted to the Secretary of State, who then determines whether the number submitted is sufficient.

¹² NAC 293.182; 295.020

¹³ NAC 293.182(2)(b)(2)

¹⁴ NRS 293.12758

Petitions that meet raw count signature requirements are then signature verified. Date requirements for both raw count and signature verification vary by petition type.

If the Raw Count is:		
<90%	>90% and <100%	>100%
Secretary of State notifies both Petitioner and Clerk/Registrar that no further action will be taken on the petition.	Secretary of State directs the Clerk/Registrar to reexamine the signatures.	Secretary of State notifies the Clerk/Registrar that the petition contains enough signatures.
	Clerk/Registrar has a specified number of working/ business days after notification to verify either a sample or all signatures on the petition, depending on the number of signatures verified, to determine the final count.	Clerk/Registrar begins examining the signatures. ¹⁵ Clerk/Registrar has a certain number of business/working days to verify signatures, based on the petition type.
	Clerk/Registrar submits an Amended Certificate of Results with the Secretary of State.	Clerk/Registrar files a Certificate of Results with the Secretary of State. ¹⁶

Signatures for Comparison

The clerk/registrar may use all available county records to verify the signature of the person who signs a petition.

Use of Random Sampling

Clerks/registrars must verify every signature for petitions with fewer than 500 signatures and petitions targeting non-statewide officials. If a petition contains more than 500 signatures, the clerk/registrar may verify either 500 signatures or randomly sample 5% of the total signatures submitted (whichever is greater).

¹⁵ NRS 293.1276(2) and NRS 293.1277(1)

¹⁶ NRS 293.1277(2)(4)

Removal of Signatures

Before the Petition is Submitted for Signature Verification

Anyone who signed a petition may request that the Clerk/Registrar remove their name from that petition by submitting a request in writing or by email any time **before** the petition is submitted for signature verification.¹⁷

A person who signs a petition may request the filing officer to strike the person's name from the petition on or before the date that is the later of: (a) ten working days, before the verification of signatures is complete;¹⁸ or (b) the date a timely complaint challenging the petition is filed in district court.¹⁹

The Clerk/Registrar must not accept the request to remove a person's name from a petition if:

- ▶ The Clerk is unable to determine the name of the person requesting the removal; or
- ▶ The signature of the person on the request does not match the signature or a facsimile thereof on the person's original application to register.

Requests to strike a signature from a recall petition may be transmitted to the Secretary of State, Elections Division, by fax machine at (775) 684-5718, via mail to 101 North Carson Street, Suite 3, Carson City, Nevada 89701 or by emailing nvelect@sos.nv.gov

After Signature Verification is Complete

Anyone who signed a recall petition may submit a written request to the Secretary of State to strike their signature from the petition. The person seeking to have their signature stricken from the petition must demonstrate good cause for the signature to be removed.²⁰ No one may request that another person's name be stricken from a petition.

Petition Signature Disposition

After signature verification is complete, signatures and documentation are retained by the county unless the petition was for qualification as an independent candidate for office, a petition to recall a public officer, or a petition to nominate other candidates for special election. In those cases, signatures and required documentation must be forwarded to the Secretary of State.²¹

¹⁷ NRS 306.015(5)

¹⁸ NRS 306.040(2)

¹⁹ NRS 306.040(6)

²⁰ NRS 306.040(2); NAC 306.010

²¹ NRS 293.1277(10)

Petition Types

Types of petitions in Nevada:

- ▶ Independent Candidate - to obtain ballot access
- ▶ Minor Party - to obtain official recognition and ballot access
- ▶ Major Party –to qualify as a major party
- ▶ Recall
- ▶ Initiative
- ▶ Referendum

Independent Candidate

An independent candidate is a candidate “who has been nominated for a partisan office but who is registered with no political affiliation.”²² Nevada allows those who wish to run for a partisan office as a candidate with no political affiliation to run as an independent candidate via petition.²³

An independent candidate for the partisan office of the United States Presidency may qualify to appear on the General Election ballot by completing the petition process, filing a Declaration of Candidacy, and paying any applicable filing fee.

In addition to all , a petition for Independent Candidate ballot access may include a statement of principle, 200 words or less, if any, which the candidate represents. The petition may not contain the name of more than one candidate for each office to be filled.

A person may not file as an independent candidate if he/she is proposing to run as a candidate of a political party or is registered to vote as a member of a political party.

Filing Requirements

Minor parties are not required to file a Notice of Intent before collecting signatures. However, candidates must file a copy of the unsigned petition with the appropriate filing officer prior to circulating the document for signatures **not earlier than January 2**, preceding the date of an election.²⁴

Any registered voter within the appropriate district may sign the petition. Registered voters who sign the petition may be affiliated with any political party and will not lose that

²² NRS 293.063

²³ NRS 293.200

²⁴ NRS 293.200(1)(a)

party standing or the right to vote in the next primary or general election by signing the petition.

In addition to all , a petition for Statewide, County, or District Partisan Office may include a statement of principle, 200 words or less, if any, which the candidate represents.²⁵

The petition may not contain the name of more than one candidate for each office to be filed.²⁶

Signature Requirement

Signature requirements vary based on the office. The filing officer determines the number of signatures needed for the petition.

President and Vice President of the United States	Statewide, County or District Partisan Offices
At least 1% of the total number of ballots cast at the last General Election for candidates for the office of Representative of Congress ²⁷	At least 1% of the total number of ballots cast at the last General Election for the office for which the candidate seeks election ²⁸ or Statewide Office: 250 valid signatures; may be gathered in one or more counties. Other than Statewide Office: 100 valid signatures gathered in the specific district. ²⁹

Petition Submission Deadlines

After the petition is circulated for signatures, it must be submitted to the Clerk/Registrar of the county or counties where it was circulated for signature verification.³⁰

²⁵ NRS 293.200(3)

²⁶ NRS 293.200(5)

²⁷ NRS 298.109

²⁸ NRS 293.200(1)(b)(1)

²⁹ NRS 293.200(1)(b)(2)

³⁰ NRS 293.1276 to NRS 293.1279

Filing Deadlines for Petition of Candidacy	
President and Vice President of the United States	Statewide, County or District Partisan Offices
Not earlier than January 2, preceding the election and not later than 25 working days before the last day to file, by 5 p.m. on the second Friday of August.	Not earlier than the first Monday in March, preceding the election and not later than 10 working days before the last day to file, by 5 p.m., on the third Friday of June.

Raw Count and Signature Verification

Signatures are verified according to standard Delivering a Petition processes within the following timeframes:

	President and Vice President of the United States	Statewide, County or District Partisan Offices
Raw Count	4 business days ³¹	2 business days ³²
Full Verification	9 business days ³³	3 business days ³⁴

If the Verified Count is:	
<100%	≥100%
If no challenge is filed, or the court finds a challenge insufficient, the filing officer must return the filing fee to the candidate within 10 days after the date on which a final determination is made. ³⁵	The name of the independent candidate must be placed on the general election ballot Candidate must file the appropriate filing fee and declaration with the filing officer during the appropriate candidate filing period.

³¹ NRS 293.1276(1) and NRS 298.109

³² NRS 293.1276(1). and NRS 293.1276(1)

³³ NRS 293.1277(1)

³⁴ NRS 293.1277(1)

³⁵ NRS 293.194

Filing an Appeal

If an independent candidate petition fails for lack of signatures, the petitioner may challenge the signature verification by filing an appeal with the Secretary of State. The appeal must:

- ▶ Be filed within **5 working days** after receipt of the Secretary of State's notification of the determination of sufficiency.
- ▶ Include the reasons for the appeal; and
- ▶ Include a statement of the number of signatures, if any, that the County Clerk/Registrar determined were invalid.

If the appeal is based on the results of signature verification, and the Secretary of State:

Agrees	Does Not Agree	Is unable to decide based on the documents submitted
Secretary of State Orders the County Clerk/Registrar to re-certify the petition to include all contested signatures which the Secretary of State determines are valid as verified signatures.	Secretary of State Notifies the person and the County Clerk/Registrar that the petition remains insufficient.	Secretary of State may order the County Clerk/Registrar to re-verify the signatures.

The decision of the Secretary of State is a final decision for the purposes of judicial review. The decision of the Secretary of State may be appealed, but only in the First Judicial District Court in Carson City, Nevada.³⁶

Minor Party

Before petitioning for ballot access, a minor political party must first be recognized in the state of Nevada. To qualify as a minor political party, an organization must file a Certificate of Existence and a copy of the constitution or bylaws of the party with the Secretary of State's office. The Certificate – generally in letter form on the organization's letterhead - must include:³⁷

- ▶ Name of the political party
- ▶ Names of its officers
- ▶ Names of the members of its executive committee

³⁶ NRS 293.12793 and 293.12795

³⁷ NRS 293.171(1)(2)

- ▶ Name of the person authorized to file the list of its candidates for partisan office with the Secretary of State

The constitution or bylaws of a minor political party must provide a procedure for the nomination of its candidates in such a manner that only one candidate may be nominated for each office.³⁸

If any information changes on the Certificate, the minor political party must file an Amended Certificate of Existence with the Secretary of State within 5 days.³⁹

Qualifying for Ballot Access

A minor party may qualify for ballot access in one of three ways:

Preceding General Election	Prior to January 1* Preceding a Primary Election	Prior to June 1* Preceding a Primary Election
Any of its candidates receives 1% or more of the total votes cast for the offices of Representative in Congress. ⁴⁰	At least 1% of the total number of registered voters in Nevada have designated the minor political party on voter registration applications. ⁴¹	Submit a petition containing valid signatures equal to 1% of the total number of votes cast at the last preceding general election for the offices of Representative in Congress which must be apportioned equally among petition districts. ⁴²

* If January 1 or June 1 falls on a weekend, the due date is the first Monday of the month.

Once qualified for ballot access, a minor political party that wishes to place candidates on the ballot for the general election must file a list of its candidates for partisan office with the Secretary of State's office **no later than the close of the candidate filing period**.⁴³

Any minor political party whose candidates for partisan office do not appear on the ballot for the General Election must file a Notice of Continued Existence with the Secretary of State's office **not later than the second Friday in August** preceding the general election. If a minor political party that does not have ballot access fails to file a Notice of Continued Existence by the deadline, it ceases to exist as a minor political party in Nevada.⁴⁴

³⁸ NRS 293.171(4)

³⁹ NRS 293.171(3)

⁴⁰ NRS 293.1715(2)(a)

⁴¹ NRS 293.1715(2)(b)

⁴² NRS 293.1715(2)(c) and NRS 293.172(1)(c)

⁴³ NRS 293.1725

⁴⁴ NRS 293.171(5)(6)

The names of candidates for partisan office of a minor political party only appear on the general election ballot.⁴⁵ They do not appear on the primary election ballot. The name of only one candidate of each minor political party for each partisan office may appear on the ballot for a general election.⁴⁶

Getting Qualifying Minor Party Candidates on the Ballot

A minor political party with ballot access, or that is attempting to gain ballot access through the petition process⁴⁷ must file a list of its candidates for partisan office with the Secretary of State's office not earlier than **the first Monday in March**, and not later than 5:00 p.m. on the **second Friday, after the first Monday in March**.

The list must be signed by the person authorized to do so in the Certificate of Existence of the minor party before a notary public or other person authorized to take acknowledgments.⁴⁸

Each candidate on the list must file their declaration of candidacy with the appropriate filing officer and pay the filing fee not earlier than the date on which the list of candidates for partisan office of the minor political party is filed with the Secretary of State and not later than 5:00 p.m. on the **second Friday in March**.⁴⁹

The Secretary of State will forward the minor political party's list of candidates for partisan office to election officials with whom each candidate must file a Declaration of Candidacy. Each candidate on the list must file a Declaration of Candidacy with the appropriate filing officer and pay the appropriate fee during the candidate filing period.⁵⁰

The names of a minor political party will only appear on the general election ballot.

NOTE: Each minor party may have only one candidate for each office appearing on the general election ballot.⁵¹

A minor political party that wishes to place candidates for the offices of President and Vice President of the United States on the ballot and has qualified to place the names of its candidates for partisan office on the ballot for the general election, must file a certificate of nomination with the Secretary of State for these offices not later than the **last Tuesday in August**.⁵²

⁴⁵ NRS 293.1715(1)

⁴⁶ NRS 293.1715(3)

⁴⁷ NRS 293.1715(2)(c)

⁴⁸ NRS 293.1725(1)

⁴⁹ NRS 293.1725(3)

⁵⁰ NRS 293.1725(2)(3)

⁵¹ NRS 293.1715(1)(2)

⁵² NRS 293.1725(4) and NRS 298.035(2)

Filing Requirements

Minor parties are not required to file a Notice of Intent before collecting signatures. However, the minor political party must first file a copy of the unsigned [Minor Political Party Ballot Access Petition](#) with the Secretary of State's office.⁵³

- ▶ If the office to which the candidate is to be nominated is a **county office**, only the registered voters of that county may sign the petition.
- ▶ If the office to which the candidate is to be nominated is a **district office**, only the registered voters of that district may sign the petition.⁵⁴

In addition to universal petition requirements, minor political party ballot access petitions include the requirement that each document bear the name of the minor political party, and if applicable, the candidate and office to which the candidate is to be nominated.

Raw Count and Signature Verification

Signatures obtained must be verified by the Clerk/Registrar in the county where the petition was circulated.

Signatures are verified according to standard Delivering a Petition processes within the following timeframes:

	Timeframe
Raw Count	2 business days
Full Verification	3 business days

The Clerk/Registrar must allow the person who submitted the petition or a member of the petitioner's committee to witness the signature verification.

After signature verification, the Clerk/Registrar will notify the Secretary of State's office of the results. The Secretary of State then notifies the petitioners whether the petition qualified or failed.

Filing an Appeal

If a petition for a minor party qualification fails for lack of signatures, the person who submitted the petition may contest the signature verification by filing an appeal with the Secretary of State. The appeal must:

- ▶ Be filed **within 5 working days** after receiving receipt of the Secretary of State's determination of insufficiency.
- ▶ Include the reason(s) for the appeal; and

⁵³ NRS 293.1715(4)

⁵⁴ NRS 293.172(2)

- Include a statement of the number of signatures, if any, that the Clerk/Registrar determined were invalid.

The Secretary of State will consider the allegations and conduct an investigation, if necessary. If the Secretary of State:

Agrees	Does Not Agree	Is unable to decide based on the documents submitted
Secretary of State directs the County Clerk/Registrar to re-certify the petition to include all contested signatures that the Secretary of State determines are valid as verified signatures.	Secretary of State Notifies the person and the County Clerk/Registrar that the petition remains insufficient.	Secretary of State may order the County Clerk/Registrar to re-verify the signatures.

The decision of the Secretary of State is a final decision for the purposes of judicial review. The decision of the Secretary of State may be appealed, but only in the First Judicial District Court in Carson City, Nevada.⁵⁵

Challenging Minor Party Ballot Access

The qualification of a minor political party to place the names of candidates on the ballot may be challenged in court. If such a challenge is filed, all affidavits and supporting documents must be filed **by 5 p.m. on the second Monday in June**, in the First Judicial District Court in Carson City, Nevada. Any judicial proceeding resulting from the challenge must be set for hearing **not more than 5 days after the second Monday June**. The district court must give priority to such proceedings over all other matters pending with the court, except for criminal proceedings.⁵⁶

Maintaining Ballot Access

A minor political party that meets either of the following signature thresholds will not have to petition to maintain ballot access for the general election:

- The minor political party had a candidate receive 1% or more of the total votes cast for the offices of Representative in Congress⁵⁷ in the last preceding general election,
 or

⁵⁵ NRS 293.12793 and NRS 293.12795

⁵⁶ NRS 293.174

⁵⁷ NRS 293.1715(2)(a)

- ▶ On January 1, preceding a primary election, at least 1% of the total number of registered voters in Nevada have designated the minor political party on applications to register to vote.⁵⁸

Major Party

To qualify as a major political party, the organization must file a Certificate of Existence with the Secretary of State. The Certificate – generally in letter form on the organization’s letterhead - must include:⁵⁹

- ▶ Name of the political party
- ▶ Names and addresses of its officers
- ▶ Names of the members of its executive committee
- ▶ Name of the person authorized by the party to act as registered agent in this State

If there are changes to the certificate information, the amended Certificate of Existence must be filed with the Secretary of State within 5 days.

Minor Party to Major Party Qualifications	New Major Party Qualifications
Have ≥10% of voters designate the party on their voter registration applications by January 1, preceding any primary election. Have been selected on the voter registration applications of >10% of active and inactive voters.	File a petition with the Secretary of State, no later than the last Friday in February before any primary election signed by ≥ 10 percent of the total number of votes cast at the last preceding general election for the offices of Representative in Congress. ▶ The organization does not need to be established as a minor party prior to filing the petition for Major party qualification. ▶ Required signatures do not have to be evenly apportioned from Nevada’s four petition districts. Any major party petition circulated for signature must be submitted for verification not later than 25 working days before the last Friday in February preceding a primary election⁶⁰

⁵⁸ NRS 293.1715(2)(b)

⁵⁹ NRS 293.128

⁶⁰ NRS 293.128(2)

Recall

Elected public officers in the State of Nevada are subject to recall from office by the registered voters of the state, county, district, or municipality from which they were elected.⁶¹ Judges, including municipal, district court, and appeals court judges and Justices of the Supreme Court, are not subject to recall but may be removed through impeachment.⁶² United States Senators and members of the House of Representatives also are not subject to recall.

A person who is appointed to an elective office is subject to recall in the same manner as a person who is elected to that office.⁶³

Filing Requirements

Before a petition to recall a public officer is circulated, the petitioner must file the relevant Notice of Intent:

Form EL-D14-25 [Recall Petition](#)

Form EL-D20-25(a) [Notice of Intent – Recall for a Statewide Office Petition](#)

Form EL-D20-25(b) [Notice of Intention – Recall for a Non-Statewide Office Petition](#)

The notice of intent must be signed by **3** qualifying voters before an authorized notary public:⁶⁴

Office to be Recalled

Statewide office holders

Public officers who do not hold statewide office

Qualifications to Sign

Voters who actually voted in Nevada at the election at which the public officer was elected and who currently reside in Nevada.

Voters who actually voted in the county, district, or municipality electing the public officer at the election during which the public officer was elected and who currently reside in that county, district, or municipality⁶⁵

⁶¹ Nev. Const. Art. 2, Sec. 9

⁶² Nev. Const. Art. 7, Sec. 1-3

⁶³ Nev. Const. Art. 2, Sec. 9; NRS 306.020(1)

⁶⁴ NRS 306.015(2)(b)

⁶⁵ NRS 306.015(2)(a)(2)

WARNING: It is a category E felony to misrepresent the intent or content of a petition for recall.⁶⁶

The recall petition is filed with the officer where the public officer to be recalled has filed his or her declaration of candidacy: the Clerk/Registrar, City Clerk, or Secretary of State.⁶⁷

- ▶ Within 1 day after the notice of intent is filed, the filing officer must deliver a copy of the notice of intent to the Secretary of State.⁶⁸
- ▶ Within 2 days after the notice of intent is filed, the filing officer must notify, in writing, the public officer sought to be recalled.⁶⁹
- ▶ If the filing officer is not the county clerk, the filing officer shall also notify the clerk/registrar, in writing, within 2 days after the notice of intent is filed.⁷⁰

Recall Limitations

A notice of intent may not be filed against most public officers within the first six months of their term regardless of whether the official is in their first or subsequent term.

However, a petition may be filed against a State Senator or State Assemblymember any time after ten days from the beginning of the first session after his/her election.⁷¹

After one recall petition has been filed and a special election held, no further recall petitions can be filed against the same public officer during the term for which he/she was elected unless petitioners pay for the expense of the preceding special election.⁷²

If a petition fails to qualify, another notice of intent may be filed at any time.

Recall Committees

A “committee for the recall of a public officer” is defined as any organization that:

- ▶ Files a notice of intent to circulate a recall petition.
- ▶ Receives any contributions or makes any contributions to candidates or persons; or
- ▶ Makes any expenditures that are designed to affect the recall of a public officer.⁷³

Each committee for the recall of a public officer must register a Recall Committee with the Secretary of State after the notice of intent has been filed or on the date the committee first receives a contribution or makes an expenditure over \$100.00.⁷⁴ The

⁶⁶ NRS 193.130 and NRS 306.025

⁶⁷ NRS 306.015(1)

⁶⁸ NAC 306.007(2)

⁶⁹ NAC 306.007(1)

⁷⁰ NAC 306.007(1)

⁷¹ Nev. Const. Art. 2, Sec. 9; NAC 306.005

⁷² Nev. Const. Art. 2, Sec. 9

⁷³ NRS 294A.006

⁷⁴ NRS 294A.250

Secretary of State recommends the Recall Committee registration be filed within ten days of the notice of intent filing. A registration form is provided in the Appendix.

Each committee for the recall of a public officer must file two Contributions and Expenses (C&E) reports with the Secretary of State:

- ▶ The first Recall C&E is due **48 days after the notice of intent** was filed for signature verification.
- ▶ The second Recall C&E is due **93 days after the notice of intent** was filed for signature verification.⁷⁵

Penalty fees accrue if the recall committee is late in filing the required C&E reports.⁷⁶

Recall C&E reports are filed through Aurora, the state's campaign finance system at nvsos.gov under [Campaign Finance](#).

Signature Requirements

The filing officer will inform filers of the number of signatures required and the potential cost of signature verification.

- ▶ The petition must contain the signatures of **not less than 25%** of the number of people who voted in the state, county, district, or municipality, which the public officer represents, at the election in which he/she was elected.⁷⁷
- ▶ Only registered voters who voted in the election in which the subject of the recall was elected may sign a petition to recall.⁷⁸

The Nevada Congressional, Legislative, and Board of Regents District Maps defining district boundaries is available at on the Nevada Legislature's website at leg.state.nv.us.

The number of signatures required is determined by calculating 25% of the voter turnout in the relevant political division at the election in which the officer was elected, not 25% of the votes cast for the specific office. As the Nevada Supreme Court clarified in *Strickland v. Waymire*⁷⁹ in 2010, the Nevada Constitution provides that 25% of the voters who cast votes in the relevant geographical area (the state, county, district, or municipality that elected the officer) constitutes the requisite number of signatures for a recall petition.

⁷⁵ NRS 294A.270; NRS 294A.280

⁷⁶ NRS 294A.420(3)

⁷⁷ Nev. Const. Art. 2, Sec. 9

⁷⁸ Nev. Const. Art. 2, Sec. 9

⁷⁹ *Strickland v. Waymire*, 55290 (July 1, 2010), Nevada Supreme Court (7-0).

	2022 General Election Voter Participation	Percentage Requirement	Petition Signature Requirement
Statewide Office	1,023,617	25%	255,904
County Office	2,575	25%	644

For purposes of recall, a public officer who was appointed to fill a vacancy in an elective office is deemed to have been elected to that office at the same election at which the appointed officer's predecessor was elected.⁸⁰

Petition Submission Deadlines

On or before the 48th day after the date on which the notice of intent was filed, the persons who filed the notice of intent must submit to the filing officer all signatures collected during the first 45 days of the circulation of the petition.⁸¹

Within 90 days of filing the notice of intent, the persons who signed the notice of intent must submit the petition to the filing officer.⁸² The submitted petition must include all signatures collected beginning on the 46th day after the date on which the notice of intent was filed and ending on the date of the submission of the petition. The filing officer shall not submit the petition to the county clerk for signature verification⁸³ unless the persons filing the notice of intent **deposit in advance the estimated costs of the signature verification** with the filing officer, including the estimated costs for the Secretary of State and the county clerk of each county from which signatures were gathered to perform the signature verification requirements.⁸⁴ If more than one document was circulated, all documents must be submitted to the filing officer at the same time.

Once the costs for signature verification have been received, the filing officer is required to immediately submit the petition to the County Clerk/Registrar for signature verification.⁸⁵

Even if the petition does not have enough signatures, the petition must still be filed with the filing officer within the 90-day period. Failure to file the petition as required is a misdemeanor.⁸⁶

⁸⁰ NRS 306.020(2)(b)

⁸¹ NRS 306.015(3)(a)

⁸² NRS 306.015(3)(b)

⁸³ NRS 306.035

⁸⁴ NRS 293.1276 to NRS 293.1279

⁸⁵ NRS 306.015(3)(b)

⁸⁶ NRS 306.015(4)

Signature Verification

If the Secretary of State notifies the Clerks/Registrars that the petition contains enough signatures, Clerks/Registrars begin the verification process. Clerks/Registrars verify signatures as follows:

- ▶ If the petition is for the recall of an official who does not hold a statewide office, **every signature must be verified.**⁸⁷
- ▶ If the petition is for the recall of a statewide officeholder, the County Clerks/Registrars shall examine the signatures by selecting them at random for verification. The sample must include an examination of **at least 25%** of the signatures.⁸⁸

Signature verification must be completed **within 20 working days** after notification by the Secretary of State.⁸⁹

After signature verification is complete, Clerks/Registrars transmit a Certificate of Results to the Secretary of State. Clerks/Registrars also notify the Secretary of State of requests to remove a name from the petition.⁹⁰

Determining Sufficiency

The Secretary of State determines whether the petition is sufficient based on the Clerk/Registrar's certified results of signature verification.

If the Secretary of State finds that the number of valid signatures is:

<90%	>90% and <100%	>100%
The petition fails to qualify.	If random sampling was used on the greater of 500 signatures or 25% , Secretary of State directs Clerks/Registrars to reexamine the signatures for verification.	The petition is deemed qualified as of the date the Secretary of State receives the final certificates of results.

⁸⁷ NRS 293.1277(4)

⁸⁸ NRS 293.1277(2)

⁸⁹ NRS 293.1277(1)

⁹⁰ NRS 293.1277(8)

<90%	>90% and <100%	>100%
Secretary of State immediately notifies petitioners and the County Clerks/Registrars. No further action is taken. ⁹¹	Within 12 working days of Secretary of State order, ⁹² Clerk/Registrar reexamines signatures until validating either 100% of the number needed or 100% of all signatures.	Secretary of State immediately notifies Clerks/Registrars, petitioners, and the public officer who is the subject of the petition. ⁹³
	After reexamination, Clerk/Registrar forwards an amended certificate of results to the Secretary of State. ⁹⁴	

Petitioners must submit all signatures to the filing officer on or before the **48th day after the date** on which the notice of intent was filed and again at the end of the full **90-day** signature collection period.⁹⁵

Contesting Signature Verification

If the Secretary of State determines that the total number of signatures certified by the Clerks/Registrars is less than the number needed to make the petition sufficient, the person who submitted the petition may contest the signature verification by filing an appeal with the Secretary of State. The appeal must:

- ▶ Be filed **within 5 working days** after receipt of the Secretary of State's determination of sufficiency.
- ▶ Include the reasons for appeal; and
- ▶ Include a statement of the number of signatures, if any, that the County Clerk or Registrar determined were invalid.

If the person submitting the petition files an appeal contesting the signature verification, the Secretary of State will consider the allegations in the appeal and conduct an investigation, if necessary. The Secretary of State must also immediately notify the public officer.

If the Secretary of State:

⁹¹ NRS 293.1278(1)

⁹² NRS 293.1279(3)

⁹³ NRS 293.1278(2) & (3); NRS 306.040(1)

⁹⁴ NRS 293.1279(4)

⁹⁵ NRS 306.040

Agrees	Does Not Agree	Is unable to decide based on the documents submitted
Secretary of State directs the County Clerk/Registrar to re-certify the petition to include all contested signatures that the Secretary of State determines are valid as verified signatures.	Secretary of State Notifies the person and the County Clerk/Registrar that the petition remains insufficient.	Secretary of State may order the County Clerk/Registrar to re-verify the signatures.

The decision of the Secretary of State is a final decision for the purposes of judicial review. The decision of the Secretary of State may be appealed, but only in the First Judicial District Court in Carson City, Nevada.⁹⁶

Challenging the Legal Sufficiency of a Petition

The legal sufficiency of a recall petition may be challenged by filing a complaint in district court. The complaint must:

- ▶ Be filed in district court not later than fifteen working days after the Secretary of State's notification that the petition is sufficient; and
- ▶ Contain all affidavits and documents in support of the challenge.⁹⁷

The case caption for each complaint to challenge the legal sufficiency of the recall petition must be named as the plaintiff in the case of the public officer who is the subject of the recall petition. The complaint must name as defendants in the case the officer with whom the petition was filed, in his/her official capacity, and the three registered voters who signed the notice of intent, as real parties in interest.⁹⁸

If the court determines that the petition is

- ▶ **Sufficient**, it must order the filing officer to issue a call for a special election.
- ▶ **Not sufficient**, it must order the filing officer to cease further action regarding the petition.⁹⁹

Calling a Special Election

If the petition is declared sufficient, the filing officer will issue a call for a special election in the jurisdiction represented by the public officer to be recalled not sooner than 20 days

⁹⁶ NRS 293.12793 to NRS 293.12795.

⁹⁷ NRS 306.040(6)

⁹⁸ NAC 306.040

⁹⁹ NRS 306.040(7)

nor more than 30 days after the Secretary of State gives notification that the petition is sufficient unless a court complaint has been filed.

The special election must be held within 30 days after the filing officer issues the call.¹⁰⁰

The call must include, without limitation:

- ▶ The last day of registration in order to vote in the special election; and
- ▶ The last day for filing a nominating petition

Contribution & Expenses Reporting

There are Contributions and Expenses reporting requirements relative to Recall Committees and candidates who may run against the subject of a recall in a Special Election. Below are the reporting requirements.

Reports of Contributions and Expenses are required to be filed electronically with the Secretary of State at www.nvsos.gov.¹⁰¹

Prior to Petition Verification

Each committee must file two reports:¹⁰²

Report #	Due Date	Period
1	48 days after notice of intent is filed	From day 1 to 45 days after filing the notice of intent or the date the committee first receives a contribution or makes an expenditure of over \$100.
2	93 days after notice of intent is Filed	From day 46 to 90 days after filing the Notice of Intent.

Sufficient Petition / Special Election Called

Each committee must file three reports:¹⁰³

Report #	Due Date	Period Begins	Period Ends
1	4 days before beginning of early voting for the Special Election	Filing notice of intent	5 days before Special Election

¹⁰⁰ Nev. Const. Art. 2, Sec. 9; NRS 306.040(4)

¹⁰¹ NRS 294A.120, 294A.200, 294A.270 and 294A.280

¹⁰² NRS 294A.280(1)(a) and NRS 294A.280(1)(b)

¹⁰³ NRS 294A.280(1)(c)-(e):

Report #	Due Date	Period Begins	Period Ends
2	4 days before the Special Election	4 days from the beginning of early voting by personal appearance	5 days before the Special Election
3	30 days after the Special Election	Filing notice of intent	30 days after the expiration of the notice of intent

Insufficient Petition / No Special Election

If a petition is not submitted to the filing officer before the expiration of the notice of intent, or is otherwise legally insufficient when submitted to the filing officer,¹⁰⁴ the committee must file one report:¹⁰⁵

Report #	Due Date	Period Begins	Period Ends
1	No later than 30 days after the expiration of the notice of intent	Filing notice of intent	30 days after the expiration of the notice of intent

Court Hears Challenge to Petition

If a court determines that no Special Election will be held, the committee must file one report. The report is due no later than 30 days after the court determines no election will be held and should cover the period of time from the date notice of intent is filed through date of court's order.¹⁰⁶

Running Against a Public Officer Being Recalled

A person may be nominated as a candidate for the office through the petition process. The nominating petition must be signed by registered voters of the state, county, district, or municipality where the election is to be held. The nominating petition must contain signatures equal in number to 25% of the number of registered voters who voted in the State, or in the county, district or municipality holding the election at which the public officer sought to be recalled was elected. The petition may consist of more than one

104 NRS 306
 105 NRS 294A.270(2)
 106 NRS 294A.270(3)(b)

document, but each document must bear the name of only one county and be signed only by the registered voters of that county.¹⁰⁷

Nominating Petition

The nominating petition must be filed with the filing officer **at least 20 days before the special election**. The “filing officer” is the officer with whom the recall petition was filed and is the same officer with whom the subject of the recall filed his/her declaration of candidacy.¹⁰⁸

Each document of the nominating petition must be submitted for signature verification¹⁰⁹ to the County Clerk/Registrar of the county named on the document.¹¹⁰

Accepting a Nomination

Each candidate who is nominated for office must file a declaration of candidacy and pay the fee required at least twenty days before the date of the special election.¹¹¹

Withdrawing Candidacy

To withdraw from a candidacy, the candidate must present a written withdrawal of candidacy in person to his/her filing officer not later than 19 days before the special election.¹¹²

If the Public Officer to be Recalled Resigns

If a public officer who is subject to a recall petition resigns his or her office, this must be done before the call (public notice) for a special election is issued. If the official with whom the petition to recall is filed ends proceedings regarding the petition; a vacancy occurs in that office; and the vacancy created must be filled in the manner provided by law.

After the call for a special election is issued, the special election must be conducted.¹¹³ If the public officer resigns his or her office after the call is issued, the special election will be conducted.¹¹⁴

¹⁰⁷ NRS 306.110(1).

¹⁰⁸ NRS 306.110(2); NRS 306.015(1)

¹⁰⁹ NRS 293.1276 to 293.1279

¹¹⁰ NRS 306.110(2)

¹¹¹ NRS 306.110(3); NRS 293.193.

¹¹² NAC 306.050.

¹¹³ NRS 306.045(1)

¹¹⁴ NRS 306.045(2)

Initiative and Referendum Petitions

Initiatives and referenda allow Nevada citizens to petition to propose new legislation, amend the Nevada Constitution or existing state statutes, or approve or disapprove of existing laws. Initiatives and referendums are both methods of involving voters directly in the legislative process of government.

Initiatives allow voters to propose or amend state and local laws, including the Nevada Constitution.

A **referendum** can only approve or disapprove a statute, resolution, or ordinance that was enacted by the State Legislature, Board of County Commissioners, or City Council. A referendum can:

Suspend the law

Once a referendum petition qualifies for the ballot, the challenged law (or part of it) is suspended and does not take effect until voters decide. The law is then put on the next general election ballot, where voters can approve or reject it.

Overturn law if rejected

If a majority votes “No”, the law is repealed and cannot be re-enacted by the Legislature (unless voters approve it later).

Confirm law if approved

If a majority votes “Yes”, the law is confirmed and becomes permanent. It cannot be amended or repealed by the Legislature. Only by a future vote of the people.

Filing Requirements

Prior to circulating a statewide initiative or referendum petition, the petitioner must submit to the Secretary of State’s office a copy of the petition, including a description of the effect of the petition in 200 words or less, along with the appropriate form:

Initiative and Referendum Forms		
Initiative – Statute or Amendment to Statute	Initiative – Constitutional Amendment	Referendum
Initiative Petition for Statewide Statutory Measure Notice of Intent – Statewide Initiative or Referendum Petition County Initiative Statutory Measure	Initiative Petition for Constitutional Amendment	Notice of Intent – Statewide Initiative or Referendum Petition County Referendum Statutory Measure Notice of Intent – County Referendum Petition

Initiative and Referendum Forms		
Initiative – Statute or Amendment to Statute	Initiative – Constitutional Amendment	Referendum
Notice of Intent – County Initiative Petition Notice of Intent – City Initiative or Referendum Petition		Notice of Intent – City Initiative or Referendum Petition

Petitions should **not** include a descriptive title [e.g. The Lake Tahoe Second Amendment Advocates or Gas Tax Be Gone, etc.] Any petitions that include descriptive language must be amended and resubmitted.

The Secretary of State’s Office will assign a petition identifier to each petition submitted signifying the petition type (Constitutional, Statutory, Referendum), sequence of submission, and year filed, e.g., C-01-2021, S-01-2021, R-01-2025.

Signature Requirements

Submission deadlines and signature requirements for Initiative and Referendum petitions differ:

Initiative – Statute or Amendment to Statute	Initiative – Amendment to Constitution	Referendum
Submit Notice of Intent on or after January 1 of the year preceding a regular session of the Legislature. ¹¹⁵	Submit Notice of Intent on or after September 1 of the year preceding the election.	Submit Notice of Intent on or after August 1 of the year preceding the election. ¹¹⁶
Submit signatures no later than the 15th day following the General election. ¹¹⁷	Submit signatures no later than the 15th day following the Primary election.	Submit signatures no later than the 15th day following the Primary election ¹¹⁸

¹¹⁵ NV Const., Art. 19, Sec.3

¹¹⁶ NV Const., Art. 19, Sec.2(4)

¹¹⁷ NRS 295.056(2)

¹¹⁸ NRS 295.056(3)

Initiative – Statute or Amendment to Statute	Initiative – Amendment to Constitution	Referendum
Requires ≥10% of the number of voters who voted at the last preceding general election in not less than 75% of the counties in the State. ¹¹⁹ The total number of registered voters signing the initiative petition must be ≥10 percent of voters who voted in the entire State at the last preceding general election.	Requires ≥10% of the number of voters who voted in the last preceding general election. Must be gathered from each of Nevada’s four petition districts.	Requires ≥10% of the number of voters who voted in the last preceding general election. Must be gathered from each of Nevada’s four petition districts.

Initiative and Referendum Petition Districts are the same as the [Nevada Congressional Districts](#) for the U.S. House of Representatives. Current maps reflect changes based on 2020 Census data.

Raw Count and Signature Verification

Signatures obtained must be verified by the Clerk/Registrar in the county where the petition was circulated.

The clerk/registrar may check the signature of the person who signed the petition against all signatures of the person available in the records of the county clerk.

¹¹⁹ NV Const., Art. 19, Sec.2

The Clerk/Registrar must complete an initial, unverified ("raw") count **within 4 business days**.¹¹⁷

Signatures are verified according to standard Delivering a Petition processes within the following timeframes:

	Timeframe
Raw Count	4 business days
Signature Verification	9 business days
Validation of 100% of required if valid signatures $\geq 90\%$ and $< 100\%$,	12 business days

If the raw count includes enough signatures to move forward with signature verification, the Clerk/Registrar must allow the person who submitted the petition or a member of the petitioner's committee to witness the signature verification.

Number of Signatures	Clerk/Registrar Verification Requirement
≤ 500 signatures	Must examine and verify every signature on the petition
> 500 signatures	Randomly samples 500 or 5% of the signatures, whichever is greater

Signature verification must be completed **within 9 business days** of notification¹²⁰.

When verification is complete, each Clerk/Registrar transmits the documents with a certificate showing the results of his examination to the Secretary of State.

If the number of verified signatures is **more than 90% but less than 100%** of the required number, and random sampling was used for signature verification, the Secretary of State will direct the Clerk/Registrar to verify all signatures on the petition. This process must be completed **within 12 working days**.

Determining Sufficiency

The Secretary of State determines whether the petition is sufficient based on the Clerk/Registrar's certified results from the signature verification.

If the number of valid signatures is:		
$< 90\%$	$> 90\%$ and $< 100\%$	$> 100\%$
The petition fails to qualify.	Secretary of State directs the Clerk/Registrar to verify every signature.	The petition is deemed qualified as of the date the Secretary of State receives

¹²⁰ NRS 293.1277(1)

If the number of valid signatures is:		
<90%	>90% and <100%	>100%
		the final Certificates of Results .
Secretary of State notifies both petitioner and Clerk/Registrar . No further action is taken. ¹²¹	The Clerk/Registrar has 12 business days after notification to verify all signatures on the petition. Clerk/Registrar submits an Amended Certificate of Results to the Secretary of State . ¹²²	Secretary of State notifies the petitioner and the Clerk/Registrar .

When Petitions are Deemed Sufficient

Possible Outcomes - Initiatives	
If:	Then:
The petition is sufficient	The Secretary of State must submit the petition to the next legislative session as soon as it convenes. The Legislature must enact or reject the petition without change within 40 days .
The petition is enacted by the Legislature and approved by the Governor	Petition becomes law.
The Legislature does not act upon or rejects the petition within 40 days	The Secretary of State submits the petition to a vote at the next general election.
The Legislature rejects a petition and proposes a different measure on the same subject, which the Governor approves	The measure proposed by the Legislature and approved by the Governor must be listed on the ballot along with the petition.
Both the petition and the measure are approved by the voters	Whichever receives the highest number of affirmative votes becomes law ¹²³

¹²¹ NRS 293.1278 (1)

¹²² NRS 293.1279, NRS 293.1278(2), and NRS 295.055(3)

¹²³ NV Const., Art. 19, Sec. 2(3), NRS 293.267(5), and 295.125

Possible Outcomes - Referendum	
If:	Then:
The referendum petition is sufficient	It will be submitted to a vote of the people at the General Election .
If the state law at issue is approved	It remains standing as the law of the state.
If the state law at issue is disapproved	It becomes void and of no effect. ¹²⁴

Possible Outcomes – Constitutional Amendment	
If:	Then:
The amendment petition is sufficient	The proposed amendment must be placed on the ballot at the General Election for approval or disapproval by voters of the entire state
Voters approve the amendment	The Secretary of State must then resubmit the same question for approval or disapproval at the following General Election.
The question passes a second time (two General Elections)	It becomes part of the Nevada Constitution upon certification of election results.
The question fails to pass a second time	No further action is taken.

County & Municipal Initiative or Referendum

County and municipal initiative and referendum procedures are similar to those used by the state; however, there are some differences. The information provided below is taken from the Nevada Constitution, Title 24 of the NRS, and the NAC Election Regulations. Please contact the county or city in which the petition will be submitted to receive additional provisions (if any) on the petition process for that county or city. Please note that this information is for both the county and city. County petition documents must be filed with the respective Clerk/Registrar, and municipal petition documents must be filed with the respective City Clerk.

Filing Requirements

Any **5 registered voters** of the county or city may file an affidavit with the Clerk stating that they will constitute the petitioner's committee, be responsible for circulating the

¹²⁴ NV Const., Art. 19, Sec. 1

petition and filing it in the proper form. The affidavit must also contain the full text of the proposed initiative ordinance or cite the ordinance sought to be reconsidered.¹²⁵

Each petition must cover a single subject and related matters.¹²⁶ The contents of the petition must comply with the requirements set forth by statute.¹²⁷

Signature Requirements

Contact the appropriate county or city clerk to obtain voter turnout at prior County or City elections.

- ▶ **Initiative petitions** must be signed by greater than or equal to **15%** of the voter turnout at the last general county or city election.¹²⁸
- ▶ **Referendum petitions** must be signed by greater than or equal to **10%** of the voter turnout at the last general county or city election.¹²⁹

Affidavits must also include the number of signatures contained within the document, and an affirmation that each signer had an opportunity before signing to read the full text of the measure.¹³⁰

Initiative and referendum petition documents must be submitted to the respective clerks for verification no later than **180 days after the date the affidavit was filed** or **130 days before the election**, whichever is earlier. A receipt containing the number of documents, pages, and declared signatures received shall be issued to the person who submitted the documents.¹³¹

Signature Verification

The clerk/registrar has 20 days from receipt of the petition to verify signatures.¹³²

If the petition is deemed sufficient, the board/council must promptly consider the ordinance in the manner provided by law. If the board/council fails to adopt the proposed ordinance without change in substance or fails to repeal the referred ordinance within 30 days after the date the petition was determined sufficient, it shall submit the proposed or referred ordinance to the registered voters in the form of a ballot question at the next

¹²⁵ NRS 295.095(1) and 295.205

¹²⁶ NRS 295.009

¹²⁷ NRS 295.095 (county), NRS 295.205 (city), NAC 295.020 (both county and city)

¹²⁸ NRS 295.095(2) and 295.205(2)

¹²⁹ NRS 295.095(3) and 295.205(3)

¹³⁰ NRS 295.095(6) and 295.205(6)

¹³¹ NRS 295.095(4)(7) and 295.205(4)(7)

¹³² NRS 295.105(1) and 295.210(1)

general election. If the petition was a municipal initiative, the question will be voted upon at either the next general city election or general election.¹³³

If the petition has been certified insufficient, the petitioner's committee may, within 2 days of receipt of a copy of the certificate, file a request that it be reviewed by the board/council. The board/council will review the certificate at their next meeting and will approve or disapprove the certificate. The board/council's determination will be the final determination of the sufficiency of the petition. However, the final determination is subject to judicial review.¹³⁴

Filing an Appeal

If a statewide referendum or initiative petition fails for lack of signatures, the person who submitted the petition may challenge the signature verification by filing an appeal with the Secretary of State within 5 working days after receiving receipt from the Secretary of State the notification of determination of sufficiency of the petition.

The appeal must indicate the reasons for appeal, and a statement of the number of signatures, if any, that the Clerk/Registrar determined were invalid according to statute.¹³⁵

If the appeal is based on the results of the signature verification, the Secretary of State shall:

- ▶ If the Secretary of State finds for the appellant, order the Clerk/Registrar to recertify the petition to include all contested signatures that the Secretary of State determines are valid.
- ▶ If the Secretary of State finds against the appellant, notify that person and the Clerk/Registrar that the petition remains insufficient.

If the Secretary of State is unable to decide on the appeal based upon the documents submitted, he may order the Clerk/Registrar to re-verify the signatures. The decision of the Secretary of State is a final decision for the purposes of judicial review. The decision of the Secretary of State may be appealed to the First Judicial District Court in Carson City.¹³⁶

The description of the effect of a petition may be challenged by filing a complaint in the First Judicial District Court within 15 business days after a copy of the petition is initially filed with the Secretary of State.¹³⁷ Other challenges to the legal sufficiency of a petition

¹³³ NRS 295.115, 295.215, and 295.009

¹³⁴ NRS 295.105(3)(4) and 295.210(3)(4)

¹³⁵ NRS 293.12793

¹³⁶ NRS 293.12795

¹³⁷ NRS 295.061(1)

may be brought by filing a complaint in a district court within 7 business days after the petition is certified as sufficient by the Secretary of State.¹³⁸ The filing officer (Secretary of State, County Clerk/Registrar, or City Clerk) may be named in an “official capacity,” while the real party in interest is the person or group who sponsored the petition drive.

Ballot Questions

Once an initiative or referendum petition has qualified for the ballot, it becomes a ballot question. Depending on where the question proposal originated, the language of each ballot question is drafted by either the Secretary of State, Legislative Counsel Bureau, or by appointed committees. Statewide ballot questions may only appear in the general election.¹³⁹

Statewide Measures

The Secretary of State must, upon consultation with the Attorney General, write a condensation of the ballot question and an explanation of the effect of the question.¹⁴⁰ Also, the Secretary of State must consult with the Fiscal Analysis Division of the Legislative Counsel Bureau to determine the fiscal impact of the petition on state and local governments.¹⁴¹ The Secretary of State assigns the ballot question a number for the general election ballot.

Arguments for and against a petition are prepared by two committees appointed by the Secretary of State. The committees shall be composed of three persons each (3 persons who favor approval and 3 persons who oppose approval). The Secretary of State shall consider any persons who have expressed interest in serving on the committees. The committees may seek comments from the public in drafting their arguments and rebuttals. The arguments shall address the fiscal, environmental, public health, safety, and welfare impacts of the petition. The language of the arguments must be easily understood and of reasonable length. The arguments shall be submitted to the Secretary of State for consideration.

The Secretary of State may reject any arguments that he believes are libelous or factually inaccurate and may also revise the language of an argument to make it more clear, concise, or suitable for use on the ballot. He may not alter the meaning or effect of the argument without committee consent. The Secretary of State’s rejection of a statement is a final decision for the purposes of judicial review. Within 5 days of the Secretary of

¹³⁸ NRS 295.061(2)

¹³⁹ Nevada Constitution, Article 19, sections 1 and 2

¹⁴⁰ NRS 293.250(5)

¹⁴¹ NRS 295.015

State's rejection, the committee may appeal by filing a complaint in the First Judicial District Court. Not later than 3 working days after the complaint is filed by the committee, the Court shall set the matter for hearing and shall give priority to such a complaint over all other matters pending before the court, except for criminal proceedings.¹⁴²

County Measures

In a county with a population of 40,000 or more, the Board and County Clerk shall appoint two committees consisting of three persons each for each countywide initiative or referendum to be placed on the ballot. One committee shall favor approval of the petition, and the other committee shall oppose passage of the petition.

The committees prepare arguments for and against passage of the petition. The arguments shall address the fiscal, environmental, public health, safety, and welfare impact of the petition. The County Clerk shall determine the maximum permissible length of an argument or rebuttal and determine the date the committee must submit them to the County Clerk.¹⁴³

Upon receipt of an argument or rebuttal, the Clerk/Registrar must review each statement in the argument and rebuttal. The Clerk/Registrar may revise the language so that it is clear and concise but cannot alter the meaning or effect without the consent of the committee. The Clerk may reject any arguments he or she believes are libelous or factually inaccurate. The county clerk's rejection of a statement is a final decision for purposes of judicial review. Not later than 5 days after the Clerk rejects a statement, the committee may appeal the Clerk's rejection by filing a complaint in district court. The court shall set the matter for hearing not later than 3 days after the complaint is filed and shall give priority to such a complaint over all other matters pending with the court, except for criminal proceedings.¹⁴⁴

NOTE: Counties with a population of less than 40,000 may also choose to appoint committees and follow these same guidelines.¹⁴⁵

City Measures

In a city with a population of 10,000 or more, the city council must appoint two committees each consisting of 3 persons for each initiative or referendum to be placed on the ballot. One committee shall favor approval of the petition, and the other shall oppose approval of the petition. The committees prepare arguments for and against

¹⁴² NRS 293.250 and 293.252

¹⁴³ NRS 295.121

¹⁴⁴ NRS 295.121

¹⁴⁵ NRS 295.121(11)

approval of the petition. The arguments shall address the fiscal, environmental, public health, safety and welfare impact of the petition. The City Clerk shall determine the maximum permissible length of an argument or rebuttal and determine the date the committee must submit them to the County Clerk.¹⁴⁶

Upon receipt of an argument or rebuttal, the City Clerk must review each statement in the argument and rebuttal. The Clerk may revise the language so that it is clear and concise but cannot alter the meaning or effect without the consent of the committee. The Clerk may reject any arguments he or she believes are libelous or factually inaccurate. The rejection of a statement is a final decision for purposes of judicial review. Not later than 5 days after the Clerk rejects a statement, the committee may appeal the rejection by filing a complaint in district court. The court shall set the matter for hearing not later than 3 days after the complaint is filed and shall give priority to such a complaint over all other matters pending with the court, except for criminal proceedings.¹⁴⁷

Political Action Committees (PAC)

Nevada law requires every person or group of persons organized formally or informally who advocates the passage or defeat of a ballot question to report their contributions and expenditures of more than \$1,000. All Contributions and Expenses Reports must be filed electronically through Aurora with the Secretary of State's Office.¹⁴⁸

A PAC who advocates the passage or defeat of any question on the ballot must first register as a PAC with the Secretary of State before engaging in any such advocacy.

Registration Requirements for Non-Profit Corporations: A non-profit corporation that intends to solicit or receive contributions, make contributions, or make expenditures designed to affect the outcome of a ballot question must register the names, addresses, and telephone numbers of its officers before engaging in any of the aforementioned activities. The required information must be submitted to the Secretary of State and will be posted on the Secretary of State's website.¹⁴⁹

Petition Circulation Expenditures

A person or group of persons required to report expenditures in connection with the circulation of a petition is not required to disclose the name, address, or amount paid to an individual circulator. However, the total amount paid to petition circulators must be

¹⁴⁶ NRS 295.217

¹⁴⁷ NRS 295.217

¹⁴⁸ NRS 294A.150, NRS 294A.220, and NRS 294A.373

¹⁴⁹ NRS 294A.225

reported. Furthermore, a PAC that advocates the passage or defeat of a constitutional amendment or statewide measure proposed by an initiative or referendum and that provides compensation to persons to circulate petitions shall report to the Secretary of State:

- ▶ The number of persons compensated.
- ▶ The least amount of such compensation that is provided and the greatest amount of such compensation that is provided.
- ▶ The total amount of compensation provided.

The report is due not later than fifteen (15) days after the committee has completed gathering signatures.¹⁵⁰

Contribution & Expenses (C&E) Reporting Dates

Reporting dates for PACs Advocating Passage or Defeat of a Question on the Ballot

Report /Type	Due Date	Period Covering
Annual	January 15	January 1 – December 31
Q1 Report	April 15	January 1 – March 31
Q2 Report	July 15	April 1 – June 30
Q3 Report	October 15	July 1 – September 30
Q4 Report	January 15	October 1 – December 31

Filing and Signature Deadlines

The following is a summary of the filing and signature deadlines for each petition type. For simplicity, the term “business days” is used in place of “...days, excluding Saturdays, Sundays and holidays...” in NRS.

[150 NAC 294A.270](#)

Independent Candidate

Purpose	Filing Deadline	Signature Requirement	Signature Verification
For those who wish to run for a partisan office as a candidate with no political affiliation.	President/Vice President		
	Not earlier than January 2 , preceding the election and not later than 25 working days before the last day to file the petition of candidacy by 5 p.m., on the second Friday of August .	1% of total ballots cast in prior Gen. Election for office of Rep of Congress	Raw Count 4 business days Signature Verification 9 business days
	Statewide, County, or District Partisan Office		
	Not earlier than the first Monday in March , preceding the election and not later than 10 working days before the last day to file the petition by 5 p.m., on the third Friday of June .	1% of total ballots cast in prior General Election for office of Rep of Congress 250 signatures for statewide office 100 signatures for other than statewide office.	Raw Count: 2 business days Signature Verification 3 business days

Minor Party and Major Party

Purpose	Filing Deadline	Signature Requirement	Signature Verification
To be recognized as a party and obtain ballot access.	President/Vice President Not earlier than January 2 , preceding the election and not later than 25 working days before the last day to file the petition of candidacy by 5 p.m., on the second Friday of August .	1% or more of total number votes cast for offices of Representative in Congress, or On January 1 preceding the primary, at least 1% of total number of registered voters designate the minor party.	Raw Count 2 business days Signature Verification 3 business days
	Statewide, County, or District Partisan Office Not before the first Monday in March , and not later than 5:00 p.m. on the second Friday, after the first Monday in March		

Purpose	Filing Deadline	Signature Requirement	Signature Verification
	Minor Party Prior to June 1 Preceding a Primary Election		
	Major Party Last Friday in February		

Statewide Initiative and Referendum

A way for voters to enact state or local laws.

Purpose	Filing Deadline	Signature Requirement	Signature Verification
Propose a new State statute Amending an existing State statute	State Initiative Not later than the 15th day following the primary election.	At least 15% of the voter turnout at the last general county election At least 10% of the voters from each of Nevada's four petition districts who voted in the last general election. Only registered voters of the county and petition district where the petition is circulated may sign the petition.	State Initiative Raw Count 4 business days Signature Verification 9 business days 12 business days if re-examination is ordered by Secretary of State.
Amend the Nevada Constitution	Amend Constitution Not later than the 15th day following the general election.		Amend Constitution Raw Count 4 business days Signature Verification 9 business days 12 business days if re-examination is ordered by Secretary of State.

County Initiative and Referendum

Purpose	Filing Deadline	Signature Requirement	Signature Verification
Propose a new county or municipal ordinance Amend an existing county or municipal ordinance.	County Initiative Not later than the 180 days after affidavit files or 130 days before election, whichever is earlier.	County Initiative 15% of voter turnout at the last general county election	County Initiative Signature Verification 20 days
A way for voters to approve or disapprove of a statute, resolution, or ordinance that was enacted by the State Legislature, Board of County Commissioners, or City Council.	Not later than the 15th day following the primary election. County Referendum Not later than the 180 days after affidavit files or 130 days before election, whichever is earlier.	At least 10% of the voters from Nevada's four petition districts who voted in the last general election.	Signature Verification 9 business days

Recall

Purpose	Filing Deadline	Signature Requirement	Signature Verification
Gives the public the opportunity to recall and replace certain elected officials.	Most officials Not within the first 6 months of their term. State Senator or Assemblymember Any time 10 days after the beginning of the first session after their election Nominating Petition At least 20 days before the special election	Not less than 25% of those who voted in the state, county, district, or municipality, which the public officer represents, at the election in which he/she was elected. Only registered voters who actually voted in the election in which the subject of the recall was elected may sign.	Raw Count 4 business days Signature Verification 20 business days

City Clerks

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Role

The Nevada Legislature approved AB50 in 2019, consolidating municipal elections on even-numbered years starting in 2022. As a result, city offices are now included on the same ballot as the Governor and President of the United States during mid-term and presidential election year cycles instead of cities holding separate local elections in odd-numbered years. This greatly increased voter participation in local elections and reduced the costs and burden on both county and city clerk offices by eliminating most odd-numbered year elections. Since 2022, only an occasional special election for a tax question or recall election have occurred on odd-numbered years.

Today, City Clerks have responsibility for receiving local office candidate filing, identifying city office polling places, and working with their counties to run in-person voting during elections. Counties own and maintain elections equipment; cities reimburse the county for some portion of election costs. Through MOAs, cities and counties identify their specific duties and responsibilities under each authority to avoid duplicating efforts, and to bring clarity and transparency to cost reimbursements.

This document describes the election-specific responsibilities of city clerks, including:

- ▶ Responsibilities associated with being official Voter Registration Agencies (VRAs)
- ▶ Legislative requirements
- ▶ Training requirements
- ▶ Biennial regulatory review
- ▶ Candidate Filing and Petition Responsibilities

City	County
Fallon	Churchill
Boulder City	Clark
Henderson	
Las Vegas	
Mesquite	
North Las Vegas	
Carlin	Elko
City of Elko	
Wells	
West Wendover	
Winnemucca	Humboldt
Caliente	Lincoln
Fernley	Lyon
Yerington	
Lovelock	Pershing
Reno	Washoe
Sparks	
City of Ely	White Pine

Cities as Official Voter Registration Agencies

The National Voter Registration Act (NVRA) requires states to designate state government agencies and offices that provide public assistance or services to people with disabilities as voter registration agencies. Nevada's City Clerks join the Nevada Department of Health and Human Services, the Department of Motor Vehicles, other Nevada state agencies as official Nevada Voter Registration Agencies.¹

As an official voter registration agency, city clerks must offer every eligible person who interacts with their office the opportunity to register to vote or update their voter registration.² City clerks must maintain a supply of official Voter Registration Applications.

Agency registrations are reported to the Election Assistance Commission for inclusion in the annual Election Administration and Voting Survey (EAVS) Comprehensive Report.

Training

Training is a key component of the Secretary of State's role in Nevada elections. At least once every two years, the Secretary of State and Elections Division must develop and deliver training to all county and city clerk's/registrars related to elections procedures, including the procedures detailed in this manual.³

City Clerks are required to attend the training provided by the Secretary of State's Office. They may request any deputy or an employee of their office whose duties relate to elections to also attend the training.

The Secretary of State's Office will cover or reimburse the per-diem and travel expenses for county or city clerks, their deputies, and/or designated staff attending the training course, as applicable.⁴

Biennial Regulatory Review

Nevada State Legislature convenes in odd-numbered years and the laws it passes often contain effective dates that impact the next major election cycle. Following each session, clerks/registrars must conduct a regulatory review of all procedures, training materials,

¹ NRS 293.504

² NRS 293.504

³ NRS 293.2502

⁴ NRS 293.2504(b)

and voter communications to ensure they are current and compliant with all legislative changes.

The regulatory review includes:

- ▶ Identifying and analyzing all bills passed that amend NRS Title 24.
- ▶ Updating internal policy and procedure manuals.
- ▶ Integrating new requirements into the city's election plan.
- ▶ Consulting with the City Attorney and the Nevada Secretary of State's Office to clarify any ambiguities in new legislation.

Failure to adapt to biennial legislative changes can result in procedural errors, legal challenges, and ultimately, a loss of public trust in the election process.

Key Legislation

- ▶ **SB 406 (2023 Session)** Election Worker protections. Significantly increases the penalties for harassing, intimidating, or threatening an election worker. Clerks must incorporate this information into poll worker training.
- ▶ **SB 421 (2025 Session)** Revises the responsibilities of election officials to provide training to election workers on reservations, colonies or virtually.
- ▶ **AB 105 (2025 Session)** Prohibits possession of a firearm within a certain distance of an election site. City Clerks are responsible for ensuring proper signage and poll work training.

Elections Responsibilities

City Clerks work with state and county elections officials to administer election tasks specific to local government. Their authority and responsibilities include the following:

- ▶ Candidate Filing for City Offices
- ▶ Public Notice
- ▶ Local Ballot Questions
- ▶ Recall Petitions for City Officials
- ▶ City Initiative Petitions
- ▶ Canvass
- ▶ Records Retention

Candidate Filing

City Clerks are filing officers for local elections. Candidates can file their filing documents in person or by submitting their notarized filing documents by mail. City Clerks may file candidates virtually. Candidates must contact their city clerk to find out if this is an option. Candidates must have paper copies of the documents during the virtual meeting.

If paying by mail or virtually, candidates must pay their filing fees established by the governing body of the city prior to their candidate filing being accepted..

Each document must be completed and signed by the candidate, held up to the camera for confirmation by the city clerk/filing officer, then mailed following the virtual meeting. The candidate's filing date is the date when the filing documents are **received** by the city clerk (not when they are signed and witnessed), which must not be later than filing deadlines.⁵

City Clerks are not responsible for notifying the candidate of errors in the filing documents or filing fee. If errors or filing fee are not corrected by the filing deadline, the name of the person may not be printed on a ballot as a candidate.

After documents are filed in Aurora, the county will have access to the information for inclusion on the ballot.

A city/local candidate may withdrawal their candidacy in writing to the city clerk within **2 working days** after the filing deadline.

No later than **5 working days** after the deadline to withdraw candidacy, each City Clerk reviews their candidate filings within Aurora to ensure they are accurate and emails the final list to the County Clerk/Registrar and the Secretary of State.

Filling a Vacancy in a City Office Nomination

If a vacancy occurs in a nomination for city office before 5 p.m. of the fourth Friday in July of the election year, the vacancy must be filled by the person who received the next highest number of votes for the nomination in the primary city election if a primary city election was held for that city office.

If no primary city election was held for that city office or if there was not more than one person seeking the nomination in the primary city election, a person may become a candidate for the city office at the general city election if they file a declaration of candidacy with the appropriate filing officer and pay the filing fee e before 5 p.m. on the fourth Friday in July.

No change may be made on the ballot for the general city election after 5 p.m. on the fourth Friday in July of the election year. If a nominee dies or is adjudicated insane or mentally incompetent, or if a vacancy occurs in some other way after that deadline, the nominee's name must remain on the ballot for the general city election and, if elected, a vacancy exists.⁶

⁵ NRS 293C.145 or 293C.175

⁶ NRS 293C.190

Public Notice

No later than February 15 of an election year, City Clerks must publish notice in a local newspaper designating city/local offices for upcoming primary and general elections for which candidates are to be nominated. If no newspaper is published in the city, publication must be made in any general circulation newspaper in the county. When no newspaper is published in the county, publication must be made in the nearest Nevada county.⁷

Local Ballot Measures

The City Clerk, as the chief elections officer for their municipality, has a non-partisan role in the process of placing local questions on the ballot. The Clerk's primary responsibility is to ensure that all procedures related to ballot questions—whether initiated by citizens or referred by the City Council—are placed on the ballot fairly, transparently, and in accordance with Nevada Revised Statutes. The Clerk acts as a procedural gatekeeper; working neither proponent nor opponent of any measure.

In coordination with the County Clerk, the City Clerk oversees any ballot measure, proposed initiative or referendum by voters from the petition process, through signature verification, notification, and certification.

Depending on a city's bylaws, a governing body of a political subdivision, public or quasi-public corporation, or other local agency can place a question directly on the ballot.⁸ This can include proposals for bond issues, charter amendments, or advisory questions.

The Clerk must guarantee that the title, summary, and text of any local question appear on the ballot exactly as the agency or successful initiative petition intended. Any deviation could be called for a legal challenge. The Clerk is responsible for ensuring that notices regarding the ballot question are published in newspapers of general circulation and in other legally required formats, allowing for public review and facilitating community awareness.

⁷ NAC 293C.060

⁸ NRS 293.481

Petitions

City Clerks are the designated filing officer and the first point of contact for all municipal petitions. They provide official petition forms and ensure petitioners and circulators understand the legal requirements.

When a petition is submitted, the City Clerk does the initial raw count of signatures.

The County Clerk/Registrar handles signature verification of city petitions using official voter registration records in TotalVote to ensure those who sign are a registered voter within the city's jurisdiction and that they voted in the last election.

Recall

A recall effort against a municipal officer starts with a [Notice of Intent – Recall for a Non-Statewide Office Petition](#). The Notice must be signed by 3 registered voters who currently live in the city and that voted in the election where the official was elected. Their signatures must be notarized.⁹

After the petition is circulated, the City Clerk does the initial raw signature count. If the raw count is less than the number of signatures required, the petition is deemed insufficient. The City Clerk will:

- ▶ Formally reject the petition
- ▶ Promptly provide written notification to the party that filed the recall petition, clearly stating that the petition was rejected because it failed to meet statutory minimum number of signatures required to proceed.

If the raw signature count is sufficient, the petition must be forwarded for formal verification.

Universal Petition Requirements

The following requirements are applicable to all petitions.

Each petition document must:

Bear the name of a county and only registered voters of that county may sign the document.

Contain sequentially numbered spaces for each person signing to provide:

- ▶ Printed Name
- ▶ Signature
- ▶ Residence Address
- ▶ County where the person is registered to vote
- ▶ Date of the signature

Contain an affidavit on the last page that is signed before a person authorized by law to administer oaths in the State of Nevada (a notary public).

Each Signature on the petition must be in ink.

Each page of the document including blank pages, must be sequentially numbered.

The circulator must sign the **Affidavit of Circulator** and **is not required** to be a registered voter in Nevada.

⁹ NRS 306

The City Clerk must immediately provide all of the documents of the recall petition to the County Clerk.¹⁰

The County Clerk has 4 business days to verify signatures and provide the official count to the Secretary of State.¹¹ Verification, either random sampling or full verification, must be completed within 20 business days.¹²

The County Clerk certifies the petition upon successful verification of signatures. After certification, the County Clerk notifies the City Clerk, who must promptly issue a notice to the officer being recalled and present the certified petition to the City Council. The City Council then will call for a special recall election prescribed by statute.

Valid Signature Sampling

- ▶ **Less than 90% Valid**
Petition is declared insufficient, and no further action is taken.
- ▶ **Between 90% and 100% Valid**
The Secretary of State must order the County Clerk to conduct a full verification of every signature on the petition.
- ▶ **≥100% Valid**
The petition is declared sufficient.

City Initiatives and Referendums

City Clerks facilitate citizen-lead city initiatives and referendums. Citizens have the power to propose new municipal legislation (an initiative) or require reconsideration of an adopted ordinance (a referendum).¹³ The process begins when five or more citizens form a committee and file an affidavit with the City Clerk. The affidavit formally establishes the petitioners' committee, lists committee members' names and addresses, sets out the proposed initiative ordinance or ordinance for reconsiderations, and affirms their responsibility for circulating the petition and filing it in proper form.

Once the petition is circulated and submitted, the City Clerk does an initial raw count of signatures. If the raw count meets signature requirements, the County Clerk has 20 days to verify the signatures and determine if the petition is sufficient.¹⁴ The County Clerk provides the results of signature verification to the City Clerk. If the petition was deemed sufficient, the City Clerk then relays the certified petitions certified to the City Council where they must either adopt the proposed ordinance without changes or submit it to the city's voters during the next election.

¹⁰ [NRS 306.015](#)

¹¹ [NRS 293.1276](#)

¹² [NRS 293.1277](#)

¹³ [NRS 295.205](#)

¹⁴ [NRS 295.210](#)

Signature Requirements	
Initiative Petition	Referendum
≥15% of registered voters of the city who voted at the last preceding city election	≥10% of registered voters of the city who voted at the last preceding city election

Canvass

The County Clerk prepares the results of city contests as part of the overall election returns and provides a copy to the City Clerk to present to the City Council. Both the County Clerk and City Clerk must formally certify the results and provide them to the Secretary of State as part of the official canvass.¹⁵

After a primary election, the City Clerk certifies the name of each individual nominated to run in the general election. After a general election, the City Clerk issues a certificate of election to each person elected.¹⁶

¹⁵ [NRS 293.387](#); [NRS 293C.387](#)

¹⁶ [NRS 293C.387](#)

City Clerk/Registrar Task Deadlines

Deadline	Requirement	2025-2026 Date
4th Friday in July of election year	Deadline for changes in the general election ballot	July 24, 2026
August 1 of odd-numbered years	Meet with each Indian Tribe located in whole or in part within the city to discuss details for the next election cycle.	August 1, 2025
September 1 of odd numbered years	Confirm details relating to the establishment and operation of polling places, temporary branch polling places, or ballot drop boxes on Tribal lands.	September 1, 2025
February 15 of election year	Publish notice in a local newspaper designating city/local offices for upcoming primary and general elections for which candidates are to be nominated.	February 15, 2026
Each year before December 1 st .	Submit electronic list of public officers for the city who must file Financial Disclosure Statement to the Secretary of State. ¹⁷	December 1, 2025

¹⁷ [NRS 281.574](#)

City Clerk Contact Information

Boulder City Clerk Tami McKay 401 California Avenue Boulder City, NV 89005 (702) 293-9208	Caliente City Clerk Brenda Northup P.O. Box 1006 Caliente, NV 89008-1006 (775) 726-3131	Carlin City Clerk Melinda Harris P.O. Box 787 Carlin, NV 89822 (775) 754-6354
City of Elko City Clerk Annette Robinson 1751 College Avenue Elko, NV 89801 (775) 777-7100	City of Ely City Clerk Jennifer Lee 501 Mill Street Ely, NV 89301-1940 (775) 289-2430	Fallon City Clerk Michael O'Neil 55 West Williams Avenue Fallon, Nevada 89406 (775) 423-5104
Fernley City Clerk Kim Swanson 595 Silver Lace Blvd. Fernley, NV 89408 (775) 784-9830	Henderson City Clerk Louie Valdez 240 Water Street Henderson, NV 89015 (702) 267-1400	Las Vegas City Clerk LuAnn Holmes 495 South Main Street Las Vegas, NV 89101 (702) 229-6311
Lovelock City Clerk Nicole Reitz P.O. Box 238 Lovelock, NV 89419 (775) 273-2356	Mesquite City Clerk Julie Goodsell 10 E. Mesquite Blvd. Mesquite, NV 89027 (702) 346-5295	North Las Vegas City Clerk Jackie Rodgers 2250 Las Vegas Blvd., Suite 800 North Las Vegas, Nv 89030 (702) 633-1030
Reno City Clerk Mikki Huntsman 1 East First Street P.O. Box 1900 Reno, NV 89505 (775) 334-2030	Sparks City Clerk Lisa Hunderman 431 Prater Way P.O. Box 857 Sparks, NV 89432 (775) 353-2397	Wells City Clerk Samantha Nance 525 Sixth Street P.O. Box 366 Wells, NV 89835 (775) 752-3355
West Wendover City Clerk Anna Bartlome 1111 N. Gene L. Jones Way P.O. Box 2825 West Wendover, NV 89883 (775) 664-3081	Winnemucca City Clerk Ruth Fitzpatrick 90 W. Fourth Street Winnemucca, NV 89445 (775) 623-6333	Yerington City Clerk Angela Moore, Interim 14 E. Goldfield Avenue Yerington, NV 89447 (775) 463-3511

Election Security

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The security of voting facilities, systems, data, and processes is essential to free and fair elections. Nevada has implemented state and federal legal requirements, as well as common-sense procedures and tools to safeguard the voting process. Security practices include using locks, tamper-evident seals, security cameras, pre- and post-election system testing, audits, and physical and cybersecurity access controls.

Physical Facilities

The Cybersecurity and Infrastructure Security Agency (CISA) has identified several key practices to enhance physical security at polling places and election facilities by using a four-step approach:

- CONNECT with local responders to establish a relationship and enhance response efforts in the event an incident occurs.
- PLAN and put in place the policies and procedures your organization needs to follow in an emergency.
- TRAIN staff and volunteers on emergency plans and procedures.
- REPORT suspicious activity to local authorities.¹

Election officials should form relationships with local law enforcement, first responders, community organizations, and facility operators at each polling location or ballot handling facility to ensure a coordinated and effective response to a security incident. The clerk/registrar is responsible for creating and testing comprehensive plans that address cyber and physical security, emergency response, and continuity of operations for each location.

Clerks/registrars ensure poll workers are trained on incident de-escalation, suspicious activity reporting, and emergency procedures. Perform regular security exercises and encourage staff to report suspicious behavior. Practice scenarios, incident plans, and communication procedures throughout the year with tabletop exercises or during security working groups.

More information and helpful references on polling place security can be found at [VREMS Security Resources](#).

¹ Harrell, Brian. 21 January 2021. [A Collective Approach to Securing Public Places](#), Cybersecurity and Infrastructure Security Agency, cisa.gov.

Equipment and Systems

Nevada's elections system includes separate systems for voter registration/election management, voting, and tabulation.

TotalVote is the state's voter registration and election management system. Users include county and city election officials and staff in the Office of the Secretary of State. The voter registration system does not connect to voting equipment.

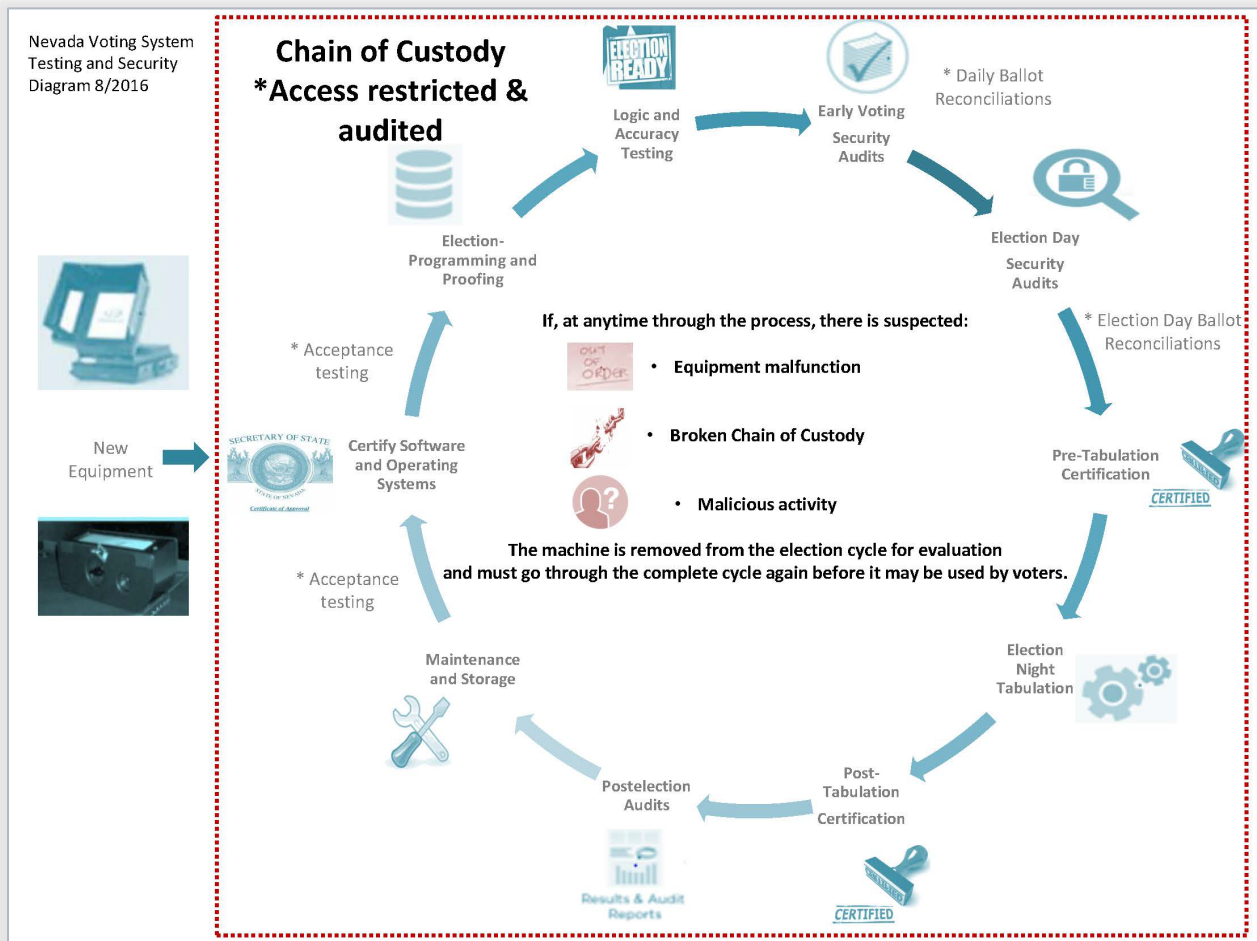
ePulse and Poll Pads use TotalVote data at vote centers to check in voters, validate their qualifications and identity, and issue ballots/vote cards.

Liberty Vote and Elections Systems and Software (ES&S) equipment are used in vote centers to create ballots, cast and count votes, and display election results. Nevada voting systems are "stand alone;" they are not connected to a network or the Internet and do not have wireless connection capabilities. Each component maintains a chain of custody with tamper evident security seals. Access is strictly limited to authorized personnel

Voting system security is a complex process with robust checks and balances. Voting systems are not officially certified until each component is thoroughly examined and meets ongoing routine accuracy checks. Before any component can be used in a Nevada election, it must pass a series of tests and audits to ensure it meets both state and federal standards.

For more information on Federal Voting System Testing & Certification, visit the U.S. Election Assistance Commission website at EAC.gov.

The following illustrates Nevada's Voting System testing and security procedures and how they interrelate:



Voting system testing must be conducted by an Accuracy Certification Board as described in the Accuracy and Certification Board: section 3a Elections and may be observed by the public.²

Acceptance Testing

Every individual component of the official voting system undergoes acceptance testing to validate performance and ensure delivered units are, in fact, the certified system purchased. Equipment that is suspected to be malfunctioning, have a broken chain of custody, or have been maliciously accessed, must be thoroughly investigated and pass acceptance tested before being brought back into the chain of custody.

² NRS 293B.140 and NRS 293B.145.

Chain of Custody

After successfully completing acceptance testing, components are brought into a “trusted” environment. Security is maintained by limiting access to only authorized individuals, tamper evident security seals, and access audit logs. Each time a unit is accessed, the tamper evident security seals are examined and checked against the access log. If the chain of custody is broken, the cause must be investigated, and appropriate testing must take place before equipment can be placed back into the chain of custody.³

Regulations require each county or city clerk to maintain a permanent ink written documentary record for each mechanical voting system, mechanical voting device and other voting equipment in the custody of a county or city, including central counting equipment, precinct scanners, electronic rosters, direct recording equipment, voting machines, and ballot marking device. The record must include:

- ▶ Any transport of a mechanical voting system, mechanical voting device or other voting equipment between parties, including documentation of seals, chain- of- custody access logs, and any other related information; and
- ▶ The uninterrupted chain of custody of each mechanical voting system and mechanical voting device and all other voting equipment in the custody of the county or city, which must span the entire time the mechanical voting system, mechanical voting device or voting equipment has been in the custody of the county or city, as applicable.

All records maintained pursuant to the chain of custody are subject to inspection by the Secretary of State.

All mechanical voting systems, mechanical voting devices and other voting equipment must have seals that are tamper-evident and identified by a serial number. The county or city clerk shall record the serial number of each seal on the records of chain of custody for any mechanical voting system, mechanical voting device or other voting equipment that is transported to or from a polling place. The entry of the serial number of the seal in the records of chain of custody must be verified by two people who must:

- ▶ Confirm that the serial number in the records matches the serial number of the seal; and
- ▶ Sign and date the entry in the records.

If a seal is changed or replaced, the records of chain of custody must include the reason for the replacement, the date of the replacement and the signatures of two persons who

³ [NAC 293B.110](#)

have verified that the serial number of the replacement matches the number entered in the record.

The chain of custody and audit trail requirements also applies to ballot marking devices.

Software, Firmware and Operating System Certification

Before each election cycle, the software and firmware installed on each component of the voting system must be certified to match the versions approved for use and on file with the National Software Reference Library. This test is conducted by verifying the “hash” value of the software and firmware on each component and comparing it against the value on file with the National Software Reference Library. The hash value is an algorithm that maps the digital fingerprint of the code.

Logic and Accuracy Testing

Conducted before and after each election, this testing ensures that each component will accurately record, tally, and audit vote totals. This testing ensured that the contests are correctly reflected on equipment, all candidates and questions on a ballot can be voted on, and that results are accurately tabulated and reported.

Local election officials use test ballots with predetermined vote totals to test each component of the system, including mechanical recording devices, ballot marking devices, tabulators, and Voter Verified Paper Audit Trails (VVPAT). Any error detected during these tests must be immediately reported to the Secretary of State⁴.

Testing must occur within 2 weeks before, and not later than 5 p.m. on the day before the first day of early voting.

Counties must also ensure the mechanical voting system for the election contains the official title for each race that will be on the ballot. The Secretary of State will prepare and send to each county clerk not later than 180 days before an election a report containing the official titles for each race that will be on the ballot.⁵

Further details on reporting requirements for logic and accuracy testing can be found in Chapter 3: Elections.

Tabulation Certification

Tabulation equipment must be tested immediately before the start of the official count of the ballots and again within 24 hours after the official count takes place. This test is

⁴ [NRS 293B.150](#), [NRS 293B.155](#), [NAC 293B.090](#)

⁵ [NAC 293B.012](#)

conducted by processing a pre-audited group of logic and accuracy test ballots. If any errors are detected during these tests, the cause must be determined before the unit can be approved to tabulate ballots. The results of these tests are available for public inspection during the period a candidate may contest the election⁶.

Security Audits and Ballot Reconciliation

Before, during and after voting, all components used during the election are routinely examined for unauthorized access. This includes examining tamper evident security seals that protect equipment access points as well as areas limited to authorized personnel, such as ballot and equipment storage areas. Equipment is also randomly selected and audited for accuracy. Auditing and reconciling equipment and ballots is completed by comparing the number of voters that have appeared and been checked in to match the number of ballots cast. These reconciliations are taken no less than daily and occur randomly while the polls are open.

Maintenance and Storage

After an election cycle, each unit is evaluated and serviced before being placed in storage. Units that require service are repaired and acceptance tested before being placed back into the chain of custody. All components of the voting system are securely stored with access audited and limited to authorized personnel. While in storage, system components are routinely monitored and maintained according to the applicable maintenance schedule. Before a voting system can be used in another election, the testing process begins again: verifying the chain of custody while in storage and certifying the software, firmware, and operating systems.

Local election officials must ensure that all voting systems, devices, and equipment used by a county or city are secured in a facility with controlled access when not in use.⁷ No one may access voting systems, equipment, or devices unless they have specific written authorization from the county or city clerk. The county or city clerk must notify the Secretary of State in writing within 24 hours if any person accesses a voting system, device, or equipment without authorization.

Clerks/registrars must maintain a record of each person who accesses a voting system, device, or equipment. The record must include the name of the person, the signature of the

⁶ [NRS 293B.165](#)

⁷ [NAC 293B.055\(1\)](#)

person, and the time and date of access. If access is controlled using a key card or similar door access system, the system must produce records that meet the requirements.⁸

Cybersecurity

Elections are designated as critical infrastructure due to their importance and the potential threats they face. Understanding both the general risks to elections security and the specific threats to election day can help jurisdictions prevent security incidents and respond more effectively when security incidents occur.

Awareness

Cyber threat actors, foreign nation states, and physical disruptors all represent potential threats to the elections process. These bad actors may attempt to utilize a variety of digital or real-world attacks, including but not limited to:

- ▶ **Hacking:** Attackers may attempt to infiltrate voting systems or access voter data by exploiting vulnerabilities or through brute-force attacks or phishing scams. A successful hack could result in unauthorized changes, data theft, or disruption of services.
- ▶ **Social Engineering:** Criminals often employ psychological tactics to deceive victims into revealing sensitive information or granting access to restricted systems. Common examples include phone pretexting, email phishing, and impersonation scams. Social engineering can also be used to allow unauthorized individuals to inappropriately access equipment and facilities.
- ▶ **Bomb Threats/Physical Violence:** Threats of violence, bomb threats, or physical altercations may be used to disrupt elections or cause a shut-down of polling locations. Large scale protests or other demonstrations could also take place in times of heightened tensions.
- ▶ **Insider Threats:** Individuals with authorized access may intentionally or unintentionally misuse their privileges for personal gain or malicious purposes, posing a significant risk to the security of voting systems and voter data.
- ▶ **Suspicious Packages or Substances:** Attackers may use mail, including mail ballots, to deliver potentially dangerous substances or chemicals.

Having and rehearsing an **Incident Response Plan (IRP)** for **cyber or physical security issues** can help mitigate the effects of a security issue.

⁸ [NAC 293B.055\(2\)](#)

Protecting Voter Data

Threat actors may use the attacks listed above or other tactics to compromise **sensitive Voter data or Personally Identifiable Information (PII)**. Nevada elections officials have a duty to safeguard this sensitive information. Consider the following when handling data:

- ▶ **Use secure transfer processes:** Use approved secure means such as SFTP (secure file transfer protocols), encrypted email, and encrypted storage platforms. Avoid sending sensitive data via unencrypted channels like regular email attachments or text messages.
- ▶ **Understand the systems in use:** Understand differences in voting, tabulation, registration, and election management systems and their security requirements including in Test, Stage, Development, Production, ePulse, or other environments and devices.
- ▶ **Need to Know:** Ensure that anyone receiving data or asking for sensitive information has the proper authorization to view it and a valid “need” to know that information.

Election Security Agencies and Contacts

Knowing who to contact in an emergency or security incident is critical. Reaching out to establish contact with local agencies, State & County IT teams, and national elections support can streamline communications if/when an incident occurs. **Consider establishing or revisiting relationships** with election security partner organizations well ahead of election day.

Local Law Enforcement &
 Emergency Services:

Sheriffs
 Local Police, Fire & EMS
 Capitol Police

CISA Elections Security
 Support

Incident support and response to state & local
 government offices free of charge.
 CISA Services portal: us-cert.cisa.gov/report
 888-282-0870

State & County IT/Security
 Teams

County and City IT teams
 VREMS Support VREMSSupport@sos.nv.gov
 VREMS Security VREMSSecurity@sos.nv.gov
 SOSTEK Infosecurity@sos.nv.gov
 Governors Technology Office (GOT) <https://it.nv.gov/>

Nevada jurisdictions maintain relationships with election security partner organizations well ahead of election day. Maintaining a list (paper as well as digital) of important contacts is an essential component of incident response planning.

Cybersecurity Maturity

The following maturity model is a high-level framework leveraging resources from the Center for Internet Security (CIS) including the [Essential Guide to Election Security](#). It provides a straightforward way to assess any organization's cybersecurity preparation. The goal is to establish a baseline of cybersecurity defenses, protect critical election systems, and continually improve over time.

The CIS framework identifies three maturity levels to help jurisdictions evaluate their security posture. Election offices with limited resources and basic cybersecurity practices may be at **Level 1 Maturity**. Increasingly complex defensive measures build on the previous level's best practices.

Level 1	Level 2	Level 3
No dedicated cybersecurity staff: May be reliant on shared IT staff or external contractors. Focus on system uptime and reliability: Cybersecurity efforts are primarily about keeping systems operational versus addressing specific threats. No formal assessments or reviews: Office has not conducted a comprehensive cybersecurity review such as the National Cybersecurity Review (NCSR) offered by CIS. Incident Response Challenges: No current Incident Response Plans (IRP) or regular tests. Limited Continuity Plans: No current or recently tested continuity of operations (COOP) and/or disaster recovery plans.	Dedicated IT management resources. Basic cybersecurity measures (CIS controls, NIST Cybersecurity Framework) are in place. Uses alerts to mitigate risks and understands threats impacting other orgs. Regular asset tracking and offline backups. Conducts risk assessments and develops plans to follow up on findings.	Dedicated cybersecurity personnel with specialized expertise (penetration testing, threat hunting, compliance, etc.) Regularly conducts risk assessments with detailed after-action plans. Advanced vulnerability management and threat detection capabilities. Tools deployed for network monitoring, endpoint protection, and defense against advanced threats.

Elections officials should assess their office against maturity characteristics. If Level 1 traits apply, begin efforts there. If Level 1 capabilities and practices are in place, make a plan to get to Level 2 and then 3. Efforts can be tailored to an office's capabilities and resource levels. **Focus on mitigating risk.** For more information, see CISA's [Essential Guide to Election Security](#) at [cisecurity.org](#).

Cybersecurity Priorities

The first and highest priority is to establish basic cyber hygiene, general security, and election-specific best practices. All Nevada county elections offices should prioritize meeting or exceeding Level 1 Maturity:

Asset Management	Hardware & Software Inventory Catalog all devices and list software used. Data Inventory Identify sensitive election data. Service Provider Inventory Document external IT vendors. Account Inventory Track user accounts, access levels, permissions.
Asset Protection	Implement basic safeguards to secure inventoried assets (firewalls, monitoring, antivirus)
Account Security	Follow user management best practices including enforcing strong passwords, Multi-Factor Authentication, and limiting administrative privileges.
Backup & Recovery	Establish regular backups with offline copies to protect against data loss from cyber-attacks or other outages.
Incident Response Plans	Develop and test an incident response plan to outline steps for identifying, containing, and reporting incidents.
Cybersecurity Awareness Training	Train staff on basic cybersecurity awareness topics including phishing, ransomware, and safeguarding information. Set simple goals to stay on track and implement these best practices in a manageable way.

Election-Related Considerations

In addition to the baseline practices mentioned above, election offices should address risks to the elections and voting systems in use.

Protect Public Facing Websites	Defend against Denial-of-Service attacks or website defacement attacks that commonly target elections offices, especially during active election cycles.
Implement Defensive Tools	Use endpoint protection software and Malicious Domain Blocking tools offered by MS-ISAC to prevent your network and devices from attacks before or on election day.

Manage Removable Media Restrict and monitor the use of USB drives and other removable media on election equipment, Poll Pads, and other computer devices to prevent malware infection or data compromise

County and city election offices can build resilient cyber defenses by ensuring baseline Level 1 priorities. Building cybersecurity is an ongoing process. After completing Level 1 priorities, continue to advance county defenses and aim for Levels 2 and 3. Regularly review plans and inventories, engage with partners like MS-ISAC, and consider performing a formal cybersecurity assessment like the NCSR to identify potential security gaps.

Election Security Incident Response Plan

Effective incident response begins with a plan to ensure rapid detection, containment, and recovery. Counties should establish a plan that addresses key response elements before an incident occurs. An Election Incident Response & Communications Plan provides a high-level framework for counties to address cybersecurity or physical security incidents at an elections office.

The following plan outline draws from CISA's [Incident Response Plan \(IRP\) Basics](#) available at [cisa.gov](#). It outlines the essential steps required to respond effectively to an incident. These can be further tailored based on the county's needs. CISA's [Cyber Incident Detection and Notification Planning Templates for Election Security](#) includes good templates for stakeholder and contact information, and incident detection and notification.

- ▶ **Customize the plan**
Ensure **it makes sense** based on the county's size, resources, and election systems. Smaller counties may rely more on state or CISA support.
- ▶ **Update the plan regularly**
Review the plan **at least annually** and after major system changes.
- ▶ **Make it accessible**
Store the plan in both **digital** (secure) and **hardcopy** formats for access during network outages.

Building a Cyber Incident Response Plan

Designate an Incident Response Team

Identify an Incident Manager/Coordinator:
Clerk/Registrar, Election Director, IT Security Officer.
Include key roles: IT staff, election officials, NV State IT/SOSTEK, legal counsel, communications lead, and external contacts.
Ensure team members have clear roles and points of contact.

Develop Communication Channels

Establish internal communication channels (phone numbers, encrypted messaging apps) and external reporting contacts.
Prepare templates for public statements to ensure consistent messaging.

Identify Critical Assets and Systems

Maintain an inventory of hardware, software, and important data.
Document system dependencies, vendors and third-party providers.

Train and Test

Conduct annual tabletop exercises to simulate an incident (ransomware, phishing, service outage).
Consider participating in Tabletop the Vote.⁹
Train staff on common threats and recognizing suspicious activity (system slowdowns, unauthorized access attempts).
Review and update the incident response plan quarterly or after significant system changes.

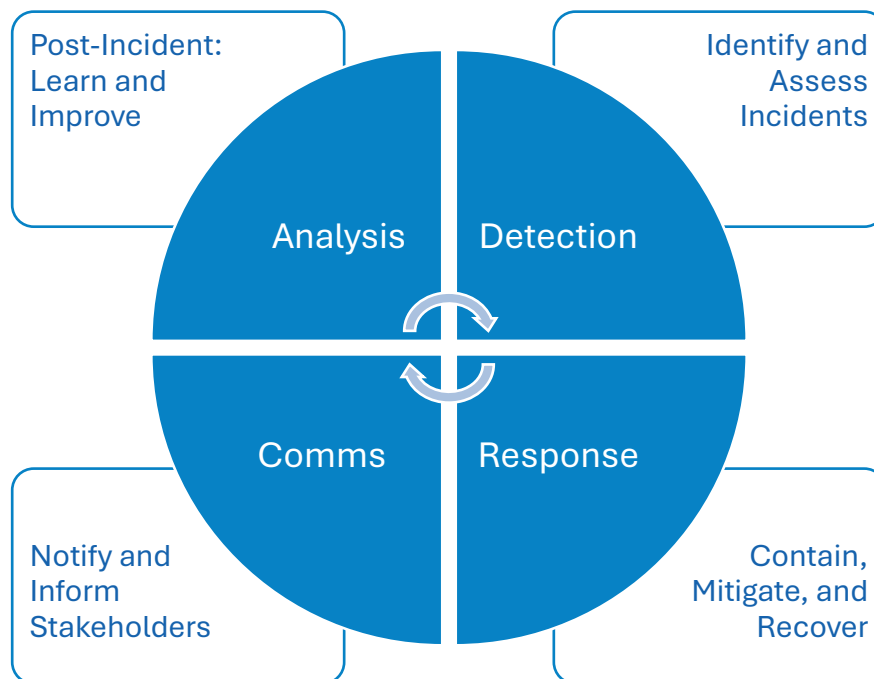
⁹ Hosted by the Cybersecurity and Infrastructure Security Agency (CISA), in close coordination with the National Association of Secretaries of State (NASS) and National Association of State Election Directors (NASSED).

Deliverables:

- ▶ Documented Incident Response Team roster.
- ▶ Incident contact list.
- ▶ Asset inventory that can be accessed offline and in secure digital formats.

Activating the Incident Response Plan

Initiate the Incident Response Plan when the county suspects or detects any kind of cyber or physical attack, and during annual/regular tabletop exercises.



DETECTION: Identify and Assess Incidents

Quick detection of potential incidents is critical to minimizing damage and maintaining public trust in elections.

Monitor Systems

Deploy monitoring tools (e.g., intrusion detection systems, audit logs) to identify anomalies in election systems.

Use CISA's free cyber hygiene services to proactively identify weaknesses: cyberhygiene@cisa.dhs.gov

Encourage staff to report suspicious activities immediately (e.g., phishing emails, unexpected system behavior).

Classify Incidents

Categorize incidents by severity:

Low: Isolated issue with minimal impact (e.g., single phishing attempt)

Medium: Potential compromise of non-critical systems (e.g. website defacement)

High: Significant impact on critical election systems (voter database, ransomware on voting systems).

Document initial observations: time, affected systems, symptoms, potential scope

Initial Assessment

Gather the **Incident Response Team** to evaluate the incident's scope and impact.

Use a **checklist** to gather details:

- ▶ What systems are affected?
- ▶ Is voter data compromised?
- ▶ Are election operations disrupted?

Engage appropriate Incident Response Partners: SOSTEK, GTO, VREMS, etc.

Determine if the incident requires immediate external reporting based on severity.

Deliverable:

- ▶ A standardized incident detection checklist
- ▶ Log to record initial findings and severity classification

RESPONSE: Contain, Mitigate, and Recover

Once an incident is confirmed, take swift action to contain the threat, mitigate damage, and restore systems.

Contain the Incident

Isolate affected systems (disconnect compromised devices from network, disable affected accounts).

Mitigate and Eradicate

Work with IT staff or vendors to remove malware, patch vulnerabilities, and reset credentials.

Preserve evidence (system logs, memory dumps, settings) for forensic analysis, avoiding actions that could overwrite data.

Implement temporary workarounds to maintain election operations (switch to backup systems, use generators, etc.).

Recover Systems

Restore systems from secure, tested backups (ensure they are offline and regularly verified)

Validate system integrity before reconnecting to networks or resuming operations

Test restored systems to confirm functionality and security

Deliverables:

- ▶ A containment and recovery checklist (system checks, database validation) including steps for evidence preservation and system restoration.

COMMS: Notify and Inform Stakeholders

Clear, timely communication is essential to keep leadership informed, coordinate with authorities, and maintain public trust during an incident.

Internal Communication

Notify the Incident Response Team, VREMS & Nevada SOSTEK immediately upon detection.

Brief county leadership on the incident's status and impact.

Use secure channels to share updates (encrypted chat, phone call) and avoid disclosing sensitive details via email.

External Notification

Notify state election officials and local law enforcement or FBI if applicable.

Report significant cyber incidents to CISA via uscert.cisa.gov/report.

Public Communication

Designate a single spokesperson (PIO, Communications Lead) to manage public statements.

Use pre-prepared templates to issue clear, factual updates.

Avoid speculation or disclosing sensitive details that could aid attackers.

Update the public regularly via official channels (county website, social media) to counter misinformation.

Deliverables:

- ▶ Contact lists for reporting
- ▶ Identified communications lead
- ▶ Templates for announcing incidents

ANALYSIS: Post-Incident Learn and Improve

Post-incident analysis strengthens future preparedness and resilience.

Conduct a Post-Incident Review

Hold a debrief with the Incident Response Team and stakeholders after resolution.

Document lessons learned: What worked? What Failed? Were response times adequate?

Analyze root causes (unpatched software, phishing, insider threat, etc.) with assistance from CISA or vendors if needed.

Update Plans and Systems

Revise the incident response plan based on lessons learned.

Patch vulnerabilities, update software, and enhance monitoring based on findings.

Share anonymized intel with state elections officials or CISA to improve collective defenses.

Train and Prepare

Conduct additional training based on identified gaps.

Schedule a follow-up tabletop exercise on this scenario to test improvements.

Deliverable:

- ▶ Post incident **report** summarizing the incident, response effectiveness, and recommended improvements.

Additional Cybersecurity Resources

Elections Continuing Operations Planning (COOP)

The Election Assistance Commission (EAC) provides detailed templates and examples of Election Security COOPs. Offices should have a comprehensive COOP to respond to emergencies that may have an impact on voting or related activities. See [Election Assistance Commission Continuing Operations Planning Guide](#).

CISA Support

For access to free tools including vulnerability scanning and incident response assistance, contact CISA at cyberhygiene@cisa.dhs.gov or call 888-282-0870.

Election Security Guides

Refer to CISA's [Cyber Incident Detection and Notification Planning Guide](#) at cisa.gov for templates and best practices.

Federal Coordination

Review the [National Cyber Incident Response Plan](#) (NCIRP) for national-level response frameworks.

Election Integrity

In addition to safeguarding election systems and equipment, the Secretary of State oversees efforts to identify and address attempts at voter fraud. While these instances are rare and represent a tiny fraction of all the votes cast in each election, addressing these incidents is important to ensure free and fair elections.

Elections investigations are triggered by safeguards within the electoral system:

- ▶ Automatic checks within TotalVote, the State's voter registration and election management system
- ▶ Post-election audits
- ▶ Reports from the public
- ▶ Collaboration with Nevada State agencies, and trusted organizations and elections offices across the country

Voter Registration and Election Management System (VREMS)

The state's Voter Registration and Election Management System (VREMS) strengthens the state's ability to identify potential discrepancies and collect information in real-time for investigations. VREMS centralized voter registration database consolidates information from all Nevada counties, making it easier for the Secretary of State's Office to proactively work with counties to address issues and questions as they arise, instead of dealing with concerns retroactively after an election is over.

Election Integrity Violation Reports (EIVRs)

The Election Integrity Violation report form available at NVSOS.gov gives citizens the opportunity to report suspected violations of state and federal election laws.¹⁰ The complaint must describe the alleged violation of law and identify the party responsible for the violation, as well as provide dates and times of specific occurrences, if practicable. The Secretary of State's office must initiate an investigation when a formal complaint is received.

To file a formal complaint of suspected elections law violations, visit NVSOS.gov and complete the Election Integrity Violation Report form. Completed complaint forms can be submitted by conventional mail, email, facsimile, or be hand delivered to the Secretary of State's office in either Carson City or Las Vegas.

For questions regarding Nevada's Elections Law, contact the Secretary of State's Office Elections Division at (775) 687-VOTE (8683) or by email at nvelect@sos.nv.gov.

Investigations Process

When a complaint or allegation is received, it is first reviewed by Civil Investigators in the Elections Division and a determination made regarding the urgency of the issue.

Complaints and allegations are prioritized based on timeliness and potential impact. For example, an allegation that a voter was blocked from entering a polling place would be a Tier I (urgent) issue because it could be a potential infringement of an individual's Constitutional right to vote.

¹⁰ [NAC 293.025](#)

Tier 1 – High Priority Title 24 Violations	Time-sensitive voting rights issue that can be quickly resolved.	Time-sensitive voting rights issue that needs immediate addressing and discussion between SOS, OAG, County Clerks, and/or Law Enforcement.	Complex time-sensitive issue that may require research, analysis, and discussion between the SOS and OAG and that may result in a criminal referral.	Complex time-sensitive issue that requires extensive research, analysis, and discussion between the SOS, OAG, and others and that may result in a criminal referral.
Tier 2 – Lower Priority Title 24 Violation	Common issue that can be resolved quickly with a call or email.	Common issue that cannot be resolved quickly with a call or email and that may require some research, analysis, or discussion with OAG.	Moderately complex issue that may include elements of campaign finance allegations or that may require some minor research, analysis, and discussion.	Complex issue that may include elements of campaign finance allegations or that may require extensive research, analysis, and discussion and may result in a criminal referral.
Tier 3 – Not Title 24 Violation, but Possible Other Violation.	Issue that needs to be forwarded to another agency as-is.	Issue that needs to be forwarded to another agency with follow-up and/or additional discussion.	Moderately complex issue that needs to be forwarded to another agency or state and that requires research, analysis, and discussion.	Complex issue that requires research, analysis, and discussion with other agencies to determine resolution.
Tier 4 – No violation of Title 24 or other statute/ordinance	Common misunderstanding that has a pre-approved templated message	Basic voter misunderstanding that does not have a pre-approved message but is a frequently discussed topic.	Moderately complex issue that does not have a pre-approved messages. Requires research, analysis, and legal discussion	Complex, nuanced, or multi-faceted misunderstanding that requires research, analysis, and legal discussion.
	Very Low Effort < 30 mins	Low Effort > 30 mins < 2 hour	Moderate Effort > 2 hour < 6 hours	High Effort > 6 hours

If the allegation warrants criminal investigation, the Civil Investigator gathers relevant information and prepares a formal criminal referral to the SOS Securities Division. A qualified officer with POST (Peace Officer Standards and Training) certification conducts a thorough investigation and, when appropriate, refers the case to the Office of the Attorney General or District Attorney for prosecution.

The SOS Office works closely with legal counsel and the appropriate prosecuting authority through the investigative process. Once a determination is made regarding the validity of any allegations, a report is prepared. The Elections Division remains in communication with the individual who made the complaint throughout the process.

No Violation Determined

If no violation is determined, the case will be closed, and the complainant will be informed. A vast majority of election complaints filed with the SOS Office are closed without any violation and are opportunities for the office to educate the public about Nevada's election laws.

Potential Violation Determined

Cases that are deemed valid may be closed with civil violations and/or referred to outside investigatory agencies, including the Attorney General's Office and county District Attorney offices.

Civil Notice Warning Letters

The SOS Office may determine that an election law was violated unintentionally. These kinds of cases may be closed with a civil notice warning letter to the individual noting the violation and warning to come into compliance and/or not repeat the same mistake. The goal is to educate the public and bring them into compliance on mistakes. For example, if the SOS Office is made aware of a mistake on a campaign finance report, the Office will reach out to the candidate to correct their mistake. The SOS Office tracks the recipient of these warning letters to ensure that repeat offenders are dealt with appropriately.

Common topics of election investigations and complaints

The Nevada Secretary of State's Office is committed to upholding the integrity of the state's elections and treats all potential violations seriously, reviewing and investigating every report made.

Double Voting

Voting twice, or attempting to vote twice, is a felony in Nevada.¹¹ When a voter casts a ballot, either by mail or in-person, they immediately receive voter credit in the county election management system. That vote credit prevents the casting of any other ballots. In other words, voters attempting to vote twice are caught before the second vote is counted.

Potential Double Vote investigations are first investigated by the Secretary of State's Civil Investigators. If the SOS Office determines a voter Double Voted occurred by mistake, the state sends a Civil Notice Letter, which is tracked by the SOS to monitor potential future irregularities.

If the civil team determines the case warrants additional investigation, the investigations process is followed.

While sometimes cited as a major issue with election integrity, double voting is a very small percentage of complaints and investigations. In the 2024 General Election, double vote issues represented just 0.02% of the 1,487,887 ballots cast.

¹¹ [NRS 293.780](#)

Violation Examples

Issue	Scenario	Result
Cross-State	A voter with a home in two states may mistakenly believe they can vote in both locations. For example: they might vote in-person in one state and mail-in in the other, or in some incredibly rare cases they may vote in-person in both states. When voters move close to an election and assume they must vote in their new state, even though they've already voted in their old state. Many people believe once they got a driver's license in their new state, they assumed their previous vote in their old state was cancelled. Voters should always cancel their previous registration when moving states, though not everyone is aware of this.	Cross-State Double Vote investigations may stem from collaboration with other states and verified agencies, including ERIC, the Electronic Registration Information Center. Investigations begin when the SOS is notified of voters who may have voted in Nevada and another state during the same election.
Party Change	If a voter changes their registered political party close to the election, after their first mail ballot has been sent to them. This change can trigger the system to create a new ballot which is automatically sent out, canceling their initial ballot. However, some individuals incorrectly assume that they are able to vote both ballots and they cast both. Note: There is a large and colorful flyer which is included with the new ballot that says to not vote again if you already did.	In any instance where a voter has already cast a ballot and that ballot has been received by their local election official, an additional vote cannot be counted. The election management system will catch the second ballot, and the local election official will alert the SOS Office of a possible Double Vote. The SOS Office will then begin the investigation process.

Issue	Scenario	Result
Mistaken Name	A father and son with the same name ("John Smith Sr." and "John Smith Jr.") who live in the same household both receive a ballot. The son votes in-person. The father mistakenly fills out his son's ballot and mails it to his County Clerk or Registrar's Office.	In any instance where a voter has already cast a ballot and that ballot has been received by their local election official, an additional vote cannot be counted. TotalVote will catch the second ballot, and the local election official will alert the SOS Office of a possible Double Vote. The SOS Office will then investigate.
Forgotten Vote	When an individual fills out their mail-in ballot, forgets they mailed it in, and attempts to vote in-person. This occurs more often with elderly voters.	In any instance where a voter has already cast a ballot and that ballot has been received by their local election official, an additional vote cannot be counted. TotalVote will catch the second ballot, and the local election official will alert the SOS Office of a possible Double Vote. The SOS Office will then investigate.

Issue	Scenario	Result
Intentional	Though extremely uncommon, there are some cases of intentional double votes and double vote attempts. An example of this could include a person who votes in his/her dead family member's name or someone who votes the ballot of their voting-age child or spouse.	Intentional Double Vote allegations are taken particularly seriously. These reports are referred for prosecution to the Office of the Attorney General or District Attorney who then makes the determination about prosecution. Several individuals who intentionally attempted to vote twice in Nevada have been found guilty, facing penalties including prison time.

Other Election Complaints

Issue	Scenario	
List Maintenance/Voter Roll Questions	A person questions the list maintenance activities being conducted by the SOS and county election officials. List maintenance is conducted carefully and regularly in accordance with state and federal law.	The SOS webpage details current list maintenance efforts.
3rd Party Voter Information	A voter alleges they received voter information via text from a third-party organization to register to vote.	While third-party communication is not against the law, the SOS encourages people to use our dedicated resource to ensure the accuracy of election communications.

Issue	Scenario	
Ballot issues	A ballot may be delivered to the wrong address if the voter has not updated their mailing address with the county. NOTE: Voters can update their registration anytime at VOTE.NV.gov. Checking that your voter registration has your most up-to-date address and contact information will ensure you receive critical and timely information regarding the upcoming elections.	While people may allege this is against the law and file an EIVR, this is not against the law but can be resolved by the voter updating their mailing address on their voter registration.
Campaign Finance Violations	Complaints regarding campaign finance disclosures by candidates and/or political action committees. Examples could include accepting donations above the legal limits or failing to report donations.	Campaign finance reports are publicly available on the SOS website.
Electioneering During Early Voting and Election Day	Campaigning for or against a candidate, ballot question or political party at a polling location.	Electioneering is prohibited within 100 feet of polling places during both Early Voting and on Election Day. This includes, but is not limited to, displaying signs, distributing literature, using a loudspeaker, wearing a badge, button or other insignia, collecting petition signatures.

Issue	Scenario	
Voter Intimidation and Election Worker Intimidation	Intimidating voters and/or election workers with the intent to disrupt the election process is a felony in Nevada. Examples include physically blocking a polling place to prohibit a voter from voting, questioning voters at a polling location about things like their political choices, citizenship status or criminal record and using threatening language to intimidate voters or election workers.	Nevada passed the Election Worker Protection Act in 2023 in response to increasing reports of threats, harassment and intimidation of election workers across the country.
Voter Assistance, "Ballot Collection" or "Harvesting"	Voter assistance, the ability of someone other than the voter to return a voter's mail ballot, has been legal in Nevada since 2020. ¹² Voters should ensure their mail ballot is delivered safely and in a timely manner in the mail or to an official county ballot drop box.	Someone collecting ballots cannot hold onto ballots in an effort to keep a voter from voting. A violation of this is considered a Category E felony.
Canvassing and Voter Outreach Abuses	Providing misleading or coercive voter information or failing to disclose who is behind an outreach effort.	For questions about the accuracy of election information, contact the Secretary of State's Office Elections Division by calling (775) 687-VOTE (8683) or by email at nvelect@sos.nv.gov .

The SOS Office also receives a large number of duplicated reports of alleged election violations through automated online portals or through bulk emails. These EIVRs are almost entirely identical, and so far have contained no evidence of violations of Title 24. Each report is still reviewed individually and treated as a separate case.

¹² [NRS 293.269923](#)

Election Integrity Task Force

The Secretary of State's Office hosts the Election Integrity Task Force to address any complaints of election fraud, voter intimidation and irregularities at the polls on Election Day and during an election cycle. This task force is a collaboration between federal, state and local law enforcement officials, as well as investigators from the Secretary of State's Office and the Nevada Attorney General's Office, allowing a network of agencies to investigate complaints in real-time.

Election Investigations Quarterly Reports

To bring greater transparency to the election investigation process and reassure the public about the security of Nevada's elections, the Office of the SOS releases quarterly Election Investigation reports, which are available on the website.

Reports regarding data related to elections investigations will be released on a quarterly basis. Neither the SOS nor Attorney General's offices can comment on ongoing/open cases. As investigations proceed, cases may be recategorized as appropriate, including from one election to another and investigation type.

Appendix A: 2026 Election Reference

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State and Federal Incumbents

Federal Offices			
Office	Location	Elected Official	Next Election
U.S. Senator	Statewide	Catherine Cortez Masto (D)	2028
U.S. Senator	Statewide	Jacky Rosen (D)	2030
U.S. Representative in Congress, District 1	Portion of Clark County	Dina Titus (D)	2026
U.S. Representative in Congress, District 2	Carson City, Churchill, Douglas, Elko, Eureka, Humboldt, Lander, Lincoln, Pershing, Storey, Washoe, White Pine, and a portion of Lyon County	Mark Amodei (R)	2026
U.S. Representative in Congress, District 3	Portion of Clark County	Susie Lee (D)	2026
U.S. Representative in Congress, District 4	Esmeralda, Mineral, Nye, and portions of Clark, Lyon, Lincoln and Churchill Counties	Steven Horsford (D)	2026

State Offices			
Office	Location	Elected Official	Next Election
Governor (Partisan)	Statewide	Joe Lombardo (R)	2026
Lieutenant Governor (Partisan)	Statewide	Stavros Anthony (R)	2026
Secretary of State (Partisan)	Statewide	Francisco V. Aguilar (D)	2026
State Treasurer (Partisan)	Statewide	Zach Conine (D)	2026

State Offices			
Office	Location	Elected Official	Next Election
State Controller (Partisan)	Statewide	Andy Matthews (R)	2026
Attorney General (Partisan)	Statewide	Aaron Ford (D)	2026

Nevada Supreme Court Justices			
Office	Location	Elected Official	Next Election
Justice of the Supreme Court, Seat A (Nonpartisan)	Statewide	Linda Marie Bell	2028
Justice of the Supreme Court, Seat B (Nonpartisan)	Statewide	Kristina Pickering	2026
Justice of the Supreme Court, Seat C (Nonpartisan)	Statewide	Elissa F. Cadish	2030
Justice of the Supreme Court, Seat D (Nonpartisan)	Statewide	Douglas W. Herndon	2026
Justice of the Supreme Court, Seat E (Nonpartisan)	Statewide	Ron D. Parraguirre	2028
Justice of the Supreme Court, Seat F (Nonpartisan)	Statewide	Patricia Lee	2030
Justice of the Supreme Court, Seat G (Nonpartisan)	Statewide	Lidia S. Stiglich	2030

Appeals Court Judges			
Office	Location	Elected Official	Next Election
Court of Appeals Judge, Department 1 (Nonpartisan)	Statewide	Deborah L. Westbrook	2028
Court of Appeals Judge, Department 2 (Nonpartisan)	Statewide	Michael Gibbons	2028
Court of Appeals Judge, Department 3 (Nonpartisan)	Statewide	Bonnie A. Bulla	2028

District Court Judges			
Office	Location	Elected Official	Next Election
First Judicial District Court, Department 1 (Nonpartisan)	Carson and Storey Counties	Jason Woodbury	2026
First Judicial District Court, Department 1 (Nonpartisan)	Carson and Storey Counties	Kristin N. Luis	2026
Second Judicial District Court, Department 1 (Nonpartisan)	Washoe County	Kathleen M. Drakulich	2026
Second Judicial District Court, Department 2, Family Division (Nonpartisan)	Washoe County	Dixie Grossman	2026
Second Judicial District Court, Department 3 (Nonpartisan)	Washoe County	Tammy M. Riggs	2026
Second Judicial District Court, Department 4 (Nonpartisan)	Washoe County	Connie Steinheimer	2026

District Court Judges			
Office	Location	Elected Official	Next Election
Second Judicial District Court, Department 5, Family Division (Nonpartisan)	Washoe County	Cynthia Lu	2026
Second Judicial District Court, Department 6 (Nonpartisan)	Washoe County	Lynne K. Jones	2026
Second Judicial District Court, Department 7 (Nonpartisan)	Washoe County	Egan Walker	2026
Second Judicial District Court, Department 8 (Nonpartisan)	Washoe County	Barry L. Breslow	2026
Second Judicial District Court, Department 9 (Nonpartisan)	Washoe County	Scott N. Freeman	2026
Second Judicial District Court, Department 10 (Nonpartisan)	Washoe County	Kathleen Sigurdson	2026
Second Judicial District Court, Department 11, Family Division (Nonpartisan)	Washoe County	Paige Dollinger	2026
Second Judicial District Court, Department 12, Family Division (Nonpartisan)	Washoe County	Sandra A. Unsworth	2026
Second Judicial District Court, Department 13, Family Division (Nonpartisan)	Washoe County	Bridget E. Robb	2026

District Court Judges			
Office	Location	Elected Official	Next Election
Second Judicial District Court, Department 14, Family Division (Nonpartisan)	Washoe County	Tamatha R. Schreinert	2026
Second Judicial District Court, Department 15 (Nonpartisan)	Washoe County	David Hardy	2026
Second Judicial District Court, Department 16, Family Division (Nonpartisan)	Washoe County	Aimee Banales	2026
Third Judicial District Court, Department 1 (Nonpartisan)	Lyon County	John P. Schlegelmilch	2026
Third Judicial District Court, Department 2 (Nonpartisan)	Lyon County	Leon A. Aberasturi	2026
Fourth Judicial District Court, Department 1 (Nonpartisan)	Elko County	Kriston Hill	2026
Fourth Judicial District Court, Department 2 (Nonpartisan)	Elko County	Alvin R. Kacin	2026
Fourth Judicial District Court, Department 3 (Nonpartisan)	Elko County	Mason Simons	2026
Fifth Judicial District Court, Department 1 (Nonpartisan)	Esmeralda, Mineral and Nye Counties	Kimberly A. Wanker	2026
Fifth Judicial District Court, Department 2 (Nonpartisan)	Esmeralda, Mineral and Nye Counties	Robert W. Lane	2026

District Court Judges			
Office	Location	Elected Official	Next Election
Sixth Judicial District Court, Department 1 (Nonpartisan)	Humboldt County	Michael R. Montero	2026
Seventh Judicial District Court, Department 1 (Nonpartisan)	Eureka, Lincoln and White Pine Counties	Steve L. Dobrescu	2026
Seventh Judicial District Court, Department 2 (Nonpartisan)	Eureka, Lincoln and White Pine Counties	Gary D. Fairman	2026
Eighth Judicial District Court, Department 1 (Nonpartisan)	Clark County	Bitu Yeager	2026
Eighth Judicial District Court, Department 2 (Nonpartisan)	Clark County	Carli Kierny	2026
Eighth Judicial District Court, Department 3 (Nonpartisan)	Clark County	Monica Trujillo	2026
Eighth Judicial District Court, Department 4 (Nonpartisan)	Clark County	Nadia Krall	2026
Eighth Judicial District Court, Department 5 (Nonpartisan)	Clark County	Veronica Barisich	2026
Eighth Judicial District Court, Department 6 (Nonpartisan)	Clark County	Jacqueline Bluth	2026
Eighth Judicial District Court, Department 7 (Nonpartisan)	Clark County	Danielle K. Pieper	2026
Eighth Judicial District Court, Department 8 (Nonpartisan)	Clark County	Jessica Peterson	2026

District Court Judges			
Office	Location	Elected Official	Next Election
Eighth Judicial District Court, Department 9 (Nonpartisan)	Clark County	Maria Gall	2026
Eighth Judicial District Court, Department 10 (Nonpartisan)	Clark County	Tierra D. Jones	2026
Eighth Judicial District Court, Department 11 (Nonpartisan)	Clark County	Anna Albertson	2026
Eighth Judicial District Court, Department 12 (Nonpartisan)	Clark County	Michelle Leavitt	2026
Eighth Judicial District Court, Department 13 (Nonpartisan)	Clark County	Mark R. Denton	2026
Eighth Judicial District Court, Department 14 (Nonpartisan)	Clark County	Tina Talim	2026
Eighth Judicial District Court, Department 15 (Nonpartisan)	Clark County	Joe Hardy	2026
Eighth Judicial District Court, Department 16 (Nonpartisan)	Clark County	Timothy C. Williams	2026
Eighth Judicial District Court, Department 17 (Nonpartisan)	Clark County	Jennifer Schwartz	2026
Eighth Judicial District Court, Department 18 (Nonpartisan)	Clark County	Mary Kay Holthus	2026
Eighth Judicial District Court, Department 19 (Nonpartisan)	Clark County	Crystal Eller	2026

District Court Judges			
Office	Location	Elected Official	Next Election
Eighth Judicial District Court, Department 20 (Nonpartisan)	Clark County	Eric Johnson	2026
Eighth Judicial District Court, Department 21 (Nonpartisan)	Clark County	Tara Clark Newberry	2026
Eighth Judicial District Court, Department 22 (Nonpartisan)	Clark County	Susan H. Johnson	2026
Eighth Judicial District Court, Department 23 (Nonpartisan)	Clark County	Jasmin Lilly-Spells	2026
Eighth Judicial District Court, Department 24 (Nonpartisan)	Clark County	Erika Ballou	2026
Eighth Judicial District Court, Department 25 (Nonpartisan)	Clark County	Kathleen E. Delaney	2026
Eighth Judicial District Court, Department 26 (Nonpartisan)	Clark County	Gloria J. Sturman	2026
Eighth Judicial District Court, Department 27 (Nonpartisan)	Clark County	Erika Mendoza	2026
Eighth Judicial District Court, Department 28 (Nonpartisan)	Clark County	Ronald J. Israel	2026
Eighth Judicial District Court, Department 29 (Nonpartisan)	Clark County	Jacob A. Reynolds	2026
Eighth Judicial District Court, Department 30 (Nonpartisan)	Clark County	Jerry A. Wiese, II	2026

District Court Judges			
Office	Location	Elected Official	Next Election
Eighth Judicial District Court, Department 31 (Nonpartisan)	Clark County	Joanna S. Kishner	2026
Eighth Judicial District Court, Department 32 (Nonpartisan)	Clark County	Christy Craig	2026

Family Court Judges			
Office	Location	Elected Official	Next Election
Eighth Judicial District Court, Department A, Family Division (Nonpartisan)	Clark County	Mari D. Parlade	2026
Eighth Judicial District Court, Department B, Family Division (Nonpartisan)	Clark County	Linda Marquis	2026
Eighth Judicial District Court, Department C, Family Division (Nonpartisan)	Clark County	Gregory G. Gordon	2026
Eighth Judicial District Court, Department D, Family Division (Nonpartisan)	Clark County	Robert W. Teuton	2026
Eighth Judicial District Court, Department E, Family Division (Nonpartisan)	Clark County	Charles Hoskin	2026

Family Court Judges			
Office	Location	Elected Official	Next Election
Eighth Judicial District Court, Department F, Family Division (Nonpartisan)	Clark County	Denise L. Gentile	2026
Eighth Judicial District Court, Department G, Family Division (Nonpartisan)	Clark County	Rhonda K. Forsberg	2026
Eighth Judicial District Court, Department H, Family Division (Nonpartisan)	Clark County	T. Arthur Ritchie, Jr	2026
Eighth Judicial District Court, Department I, Family Division (Nonpartisan)	Clark County	Sunny Bailey	2026
Eighth Judicial District Court, Department J, Family Division (Nonpartisan)	Clark County	Dee Butler	2026
Eighth Judicial District Court, Department K, Family Division (Nonpartisan)	Clark County	Cynthia N. Giuliani	2026
Eighth Judicial District Court, Department L, Family Division (Nonpartisan)	Clark County	David S. Gibson	2026
Eighth Judicial District Court, Department M, Family Division (Nonpartisan)	Clark County	Amy Mastin	2026

Family Court Judges			
Office	Location	Elected Official	Next Election
Eighth Judicial District Court, Department N, Family Division (Nonpartisan)	Clark County	Kerri Maxey	2026
Eighth Judicial District Court, Department O, Family Division (Nonpartisan)	Clark County	Regina M. McConnell	2026
Eighth Judicial District Court, Department P, Family Division (Nonpartisan)	Clark County	Mary Perry	2026
Eighth Judicial District Court, Department Q, Family Division (Nonpartisan)	Clark County	Bryce C. Duckworth	2026
Eighth Judicial District Court, Department R, Family Division (Nonpartisan)	Clark County	Bill Henderson	2026
Eighth Judicial District Court, Department S, Family Division (Nonpartisan)	Clark County	Vincent Ochoa	2026
Eighth Judicial District Court, Department T, Family Division (Nonpartisan)	Clark County	Nadin Cutter	2026
Eighth Judicial District Court, Department U, Family Division (Nonpartisan)	Clark County	Dawn R. Throne	2026

Family Court Judges			
Office	Location	Elected Official	Next Election
Eighth Judicial District Court, Department V, Family Division (Nonpartisan)	Clark County	Margaret Pickard	2026
Eighth Judicial District Court, Department W, Family Division (Nonpartisan)	Clark County	Stacy M. Rocheleau	2026
Eighth Judicial District Court, Department X, Family Division (Nonpartisan)	Clark County	Heidi Almase	2026
Eighth Judicial District Court, Department Y, Family Division (Nonpartisan)	Clark County	Adriana Rincon White	2026
Eighth Judicial District Court, Department Z, Family Division (Nonpartisan)	Clark County	Michele Mercer	2026
Ninth Judicial District Court, Department 1 (Nonpartisan)	Douglas County	Nathan Tod Young	2026
Ninth Judicial District Court, Department 2 (Nonpartisan)	Douglas County	Thomas W. Gregory	2026
Tenth Judicial District Court, Department 1 (Nonpartisan)	Churchill County	Thomas L. Stockard	2026
Eleventh Judicial District Court, Department 1 (Nonpartisan)	Pershing, Lander and Mineral Counties	Jim C. Shirley	2026

State Senate Members			
Office	Location	Elected Official	Next Election
State Senate, District 1 (Partisan)	Portion of Clark County	Michelee Cruz-Crawford (D)	2028
State Senate, District 2 (Partisan)	Portion of Clark County	Edgar Flores (D)	2026
State Senate, District 3 (Partisan)	Portion of Clark County	Rochelle T. Nguyen (D)	2028
State Senate, District 4 (Partisan)	Portion of Clark County	Dina Neal (D)	2028
State Senate, District 5 (Partisan)	Portion of Clark County	Carrie Ann Buck (R)	2028
State Senate, District 6 (Partisan)	Portion of Clark County	Nicole J. Cannizzaro (D)	2028
State Senate, District 7 (Partisan)	Portion of Clark County	Roberta Lange (D)	2028
State Senate, District 8 (Partisan)	Portion of Clark County	Marilyn Dondero Loop (D)	2026
State Senate, District 9 (Partisan)	Portion of Clark County	Melanie Scheible (D)	2026
State Senate, District 10 (Partisan)	Portion of Clark County	Fabian Donate (D)	2026
State Senate, District 11 (Partisan)	Portion of Clark County	Lori Rogich (R)	2028
State Senate, District 12 (Partisan)	Portion of Clark County	Julie Pazina (D)	2026
State Senate, District 13 (Partisan)	Portion of Washoe County	Skip Daly (D)	2026
State Senate, District 14 (Partisan)	Humboldt, Lander, Pershing and portions of Elko, Eureka and Washoe	Ira Hansen (R)	2026

State Senate Members			
Office	Location	Elected Official	Next Election
State Senate, District 15 (Partisan)	Portion of Washoe County	Angela D. Taylor (D)	2028
State Senate, District 16 (Partisan)	Carson City, Storey and a portion of Washoe County	Lisa Krasner (R)	2026
State Senate, District 17 (Partisan)	Churchill, Douglas, Esmeralda, Lyon, Mineral and a portion of Nye County	Robin L. Titus (R)	2026
State Senate, District 18 (Partisan)	Portion of Clark County	John C. Steinbeck (R)	2028
State Senate, District 19 (Partisan)	Lincoln, White Pine and portions of Clark, Elko, Eureka and Nye Counties	John Ellison (R)	2028
State Senate, District 20 (Partisan)	Portion of Clark County	Jeff Stone (R)	2026
State Senate, District 21 (Partisan)	Portion of Clark County	James Ohrenschall (D)	2026

State Assemblymembers			
Office	Location	Elected Official	Next Election
State Assembly, District 1 (Partisan)	Portion of Clark County	Daniele Monroe-Moreno (D)	2026
State Assembly, District 2 (Partisan)	Portion of Clark County	Heidi Kasama (R)	2026
State Assembly, District 3 (Partisan)	Portion of Clark County	Selena Torres-Fossett (D)	2026

State Assemblymembers			
Office	Location	Elected Official	Next Election
State Assembly, District 4 (Partisan)	Portion of Clark County	Lisa K. Cole (R)	2026
State Assembly, District 5 (Partisan)	Portion of Clark County	Brittney M. Miller (D)	2026
State Assembly, District 6 (Partisan)	Portion of Clark County	Jovan A. Jackson (D)	2026
State Assembly, District 7 (Partisan)	Portion of Clark County	Tanya P. Flanagan (D)	2026
State Assembly, District 8 (Partisan)	Portion of Clark County	Duy Nguyen (D)	2026
State Assembly, District 9 (Partisan)	Portion of Clark County	Steve Yeager (D)	2026
State Assembly, District 10 (Partisan)	Portion of Clark County	Venise Karris (D)	2026
State Assembly, District 11 (Partisan)	Portion of Clark County	Cinthia Zermeno Moore (D)	2026
State Assembly, District 12 (Partisan)	Portion of Clark County	Max E. Carter, II (D)	2026
State Assembly, District 13 (Partisan)	Portion of Clark County	Brian Hibbetts (R)	2026
State Assembly, District 14 (Partisan)	Portion of Clark County	Erica Mosca (D)	2026
State Assembly, District 15 (Partisan)	Portion of Clark County	Howard Watts (D)	2026
State Assembly, District 16 (Partisan)	Portion of Clark County	Cecelia Gonzalez (D)	2026
State Assembly, District 17 (Partisan)	Portion of Clark County	Linda F. Hunt (D)	2026
State Assembly, District 18 (Partisan)	Portion of Clark County	Venicia Considine (D)	2026

State Assemblymembers			
Office	Location	Elected Official	Next Election
State Assembly, District 19 (Partisan)	Portion of Clark County	Toby Yurek (R)	2026
State Assembly, District 20 (Partisan)	Portion of Clark County	David Orentlicher	2026
State Assembly, District 21 (Partisan)	Portion of Clark County	Elaine H. Marzola (D)	2026
State Assembly, District 22 (Partisan)	Portion of Clark County	Melissa R. Hardy (R)	2026
State Assembly, District 23 (Partisan)	Portion of Clark County	Danielle Gallant (R)	2026
State Assembly, District 24 (Partisan)	Portion of Washoe County	Erica P. Roth (D)	2026
State Assembly, District 25 (Partisan)	Portion of Washoe County	Selena La Rue Hatch (D)	2026
State Assembly, District 26 (Partisan)	Portion of Washoe County	Rich DeLong (R)	2026
State Assembly, District 27 (Partisan)	Portion of Washoe County	Heather Goulding (D)	2026
State Assembly, District 28 (Partisan)	Portion of Clark County	Reuben D'Silva (D)	2026
State Assembly, District 29 (Partisan)	Portion of Clark County	Joe Dalia (D)	2026
State Assembly, District 30 (Partisan)	Portion of Washoe County	Natha C. Anderson (D)	2026
State Assembly, District 31 (Partisan)	Portion of Washoe County	Jill Dickman (R)	2026
State Assembly, District 32 (Partisan)	Humboldt, Lander, Pershing and portions of Elko, Eureka and Washoe Counties	Alexis M. Hansen (R)	2026

State Assemblymembers			
Office	Location	Elected Official	Next Election
State Assembly, District 33 (Partisan)	White Pine and portions of Elko, Eureka, Lincoln and Nye Counties	Bert K. Gurr (R)	2026
State Assembly, District 34 (Partisan)	Portion of Clark County	Hanadi Nadeem (D)	2026
State Assembly, District 35 (Partisan)	Portion of Clark County	Rebecca Edgeworth (R)	2026
State Assembly, District 36 (Partisan)	Portions of Clark, Lincoln and Nye Counties	Gregory T. Hafen, II (R)	2026
State Assembly, District 37 (Partisan)	Portion of Clark County	Shea M. Backus (D)	2026
State Assembly, District 38 (Partisan)	Churchill, Esmeralda, Mineral and portions of Lyon and Nye Counties	Gregory S. Koenig (R)	2026
State Assembly, District 39 (Partisan)	Douglas and a portion of Lyon County	Ken Gray (R)	2026
State Assembly, District 40 (Partisan)	Carson City, Storey and a portion of Washoe County	PK O'Neill (R)	2026
State Assembly, District 41 (Partisan)	Portion of Clark County	Sandra Jauregui (D)	2026
State Assembly, District 42 (Partisan)	Portion of Clark County	Tracy Brown-May (D)	2026

University Board of Regents			
Office	Location	Elected Official	Next Election
University Board of Regents, District 1 (Nonpartisan)	Portion of Clark County	Carlos D. Fernandez	2030
University Board of Regents, District 2 (Nonpartisan)	Portion of Clark County	Jennifer J. McGrath	2026
University Board of Regents, District 3 (Nonpartisan)	Portion of Clark County	Byron Brooks	2026
University Board of Regents, District 4 (Nonpartisan)	Portion of Clark County	Aaron Bautista	2030
University Board of Regents, District 5 (Nonpartisan)	Portion of Clark County	Patrick J. Boylan	2026
University Board of Regents, District 6 (Nonpartisan)	Portion of Clark County	Heather Brown	2028
University Board of Regents, District 7 (Nonpartisan)	Portion of Clark County	Susan Brager	2028
University Board of Regents, District 8 (Nonpartisan)	Clark, Elko, Esmeralda, Eureka, Lincoln, Nye, and a portion of White Pine County	Pete Goicoechea	2028
University Board of Regents, District 9 (Nonpartisan)	Carson City, Churchill, Douglas, Lander, Lyon, Mineral, Storey, and a portion of Washoe County	Carol Del Carlo	2030

University Board of Regents			
Office	Location	Elected Official	Next Election
University Board of Regents, District 10 (Nonpartisan)	Portion of Washoe County	Joseph C. Arrascada	2026
University Board of Regents, District 11 (Nonpartisan)	Humboldt, Pershing, and a portion of Washoe County	Jeffrey S. Downs	2028
University Board of Regents, District 12 (Nonpartisan)	Portion of Clark County	Amy J. Carvalho	2030
University Board of Regents, District 13 (Nonpartisan)	Portion of Clark County	Stephanie Goodman	2028

State Board of Education			
Office	Location	Elected Official	Next Election
State Board of Education, District 1 (Nonpartisan)	Portion of Clark County	Tricia Braxton	2028
State Board of Education, District 2 (Nonpartisan)	Carson City, Churchill, Douglas, Elko, Eureka, Humboldt, Lander, Lincoln, Pershing, Storey, Washoe, White Pine, and a portion of Lyon County	Angela Orr	2028
State Board of Education, District 3 (Nonpartisan)	Portion of Clark County	Danielle Ford	2028

State Board of Education			
Office	Location	Elected Official	Next Election
State Board of Education, District 4 (Nonpartisan)	Esmeralda, Mineral, Nye, and portions of Clark, Lyon, Lincoln and Churchill Counties	Tim Hughes	2028

2026 Election Dates

Primary Election

Close of Mail & In-Person Voter Registration	Early Voting Begins	Early Voting Ends	Close of Online Voter Registration	Primary Election Day
NRS 293.560	NRS 293.3568	NRS 293.3568	NRS 293.560	NRS 293.175
05/12/2026	05/23/2026	06/05/2026	06/09/2026	06/09/2026

General Election

Close of Mail & In-Person Voter Registration	Early Voting Begins	Early Voting Ends	Close of Online Voter Registration	General Election Day
NRS 293.560	NRS 293.560	NRS 293.560	NRS 293.560	NRS 293.12755
10/06/2026	10/17/2026	10/30/2026	11/03/2026	11/03/2026

2026 Candidate Filing Dates

Candidate filing deadlines are covered in greater detail in Appendix A – Filing and Signature Deadlines.¹

Judicial Offices	Non-Judicial Offices
January 05 – January 16, 2026	March 02 – March 13, 2026

¹ NRS 293.177

2026 Campaign Finance Report Due Dates

Contributions & Expenses

Laws regarding campaign practices are covered in NRS Section 294A.²

First Report	Second Report	Third Report	Fourth Report	Annual Report
April 15, 2026	July 15, 2026	October 15, 2026	January 15, 2027	January 15, 2027

Financial Disclosure Statements

Campaign financial disclosure requirements are covered in NRS 281.559 and 281.561.

2026 Annual Report	Candidate Filing Report	Appointed Officials	2027 Annual Report
January 15, 2026	March 23, 2026	Due 30 days after appointment	January 15, 2027

2026 Ballot

Political Parties with Ballot Access

Major Political Parties

Democratic Party	Republican Party
2310 Paseo Del Prado Drive, Suite A120 Las Vegas, Nevada 89102 (702) 737-8683 admin@nvdeems.com www.nvdeems.com	2810 W Charleston Blvd #69 Las Vegas, Nevada 89102 (702) 586-2000 press@nevadagop.org www.nevadagop.org

If a room or space is available in a building that is open to the general public and occupied by the government, a political subdivision of the State, or an agency thereof (except a building that is owned or occupied by any component of the Nevada System of

² NRS 294A.120, NRS 294A.140, NRS 294A.150, NRS 294A.200, NRS 294A.210, and NRS 294A.220.

Higher Education) the public officer or employee in control of the room or space must allow use of the space when requested by a major political party:

- ▶ During any presidential election year, without charge for any purpose.
- ▶ During any year that is not a presidential election year:
 - Without charge for the purpose of conducting a precinct meeting; and
 - At a rate that must not exceed the rate charged to any other group during the time period for use of the space, for any purpose other than conducting a precinct meeting.

Minor Political Parties

Independent American Party of Nevada	Libertarian Party of Nevada
6556 Coal Mine Canyon Road Elko, Nevada 89801 (775) 397-6859 director@iapn.org www.iapn.org	1001 East Sunset Road P.O. Box #95612 Las Vegas, NV 89199 (725) 217-5376 info@lpnevada.org www.lpnevada.org

Federal and State Offices on the 2026 Ballot

United States House of Representative Two-year term	
District 1	District 2 (multi-county)
District 3	District 4 (multi-county)

Constitutional Offices Four-year term	
Governor	Lieutenant Governor
Secretary of State	State Treasurer
State Controller	Attorney General
Supreme Court Justices Six-year term	
Seat B	Seat D

District Court Judges Six-year term	
First Judicial District Court (multi-county)	
Department 1	Department 2
Second Judicial District Court Civil Criminal Division	
Department 1	Department 8
Department 3	Department 9
Department 4	Department 10
Department 6	Department 15
Department 7	

District Court Judges Six-year term	
Second Judicial District Court Family Division	
Department 2	Department 13
Department 5	Department 14
Department 11	Department 16
Department 12	
Third Judicial District Court	
Department 1	Department 2
Fourth Judicial District Court	
Department 1	Department 3
Department 2	
Fifth Judicial District Court (multi-county)	
Department 1	Department 2
Sixth Judicial District Court	
Department 1	
Seventh Judicial District Court (multi-county)	
Department 1	Department 2

District Court Judges Six-year term	
Eighth Judicial District Court Civil Criminal Division	
Department 1	Department 9
Department 2	Department 10
Department 3	Department 11
Department 4	Department 12
Department 5	Department 13
Department 6	Department 14
Department 7	Department 15
Department 8	Department 16
Eighth Judicial District Court Family Division	
Department A	Department N
Department B	Department O
Department C	Department P
Department D	Department Q
Department E	Department R
Department F	Department S
Department G	Department T
Department H	Department U
Department I	Department V
Department J	Department W
Department K	Department X
Department L	Department Y
Department M	Department Z
Ninth Judicial District Court	
Department 1	Department 2
Tenth Judicial District Court	
Department 1	
Eleventh Judicial District Court (multi-county)	
Department 1	

State Senate Four-year term	
District 2	Portion of Clark County
District 8	Portion of Clark County
District 9	Portion of Clark County
District 10	Portion of Clark County
District 12	Portion of Clark County
District 13	Portion of Clark County
District 14	Elko (Part), Eureka (Part), Humboldt, Lander, Pershing, Washoe (Part)
District 16	Carson City, Storey, Washoe (Part)
District 17	Churchill, Douglas, Esmeralda, Lyon, Mineral, Nye (Part)
District 20	Portion of Clark County
District 21	Portion of Clark County

State Assembly Two-year term	
District 1	Portion of Clark County
District 2	Portion of Clark County
District 3	Portion of Clark County
District 4	Portion of Clark County
District 5	Portion of Clark County
District 6	Portion of Clark County
District 7	Portion of Clark County
District 8	Portion of Clark County
District 9	Portion of Clark County
District 10	Portion of Clark County
District 11	Portion of Clark County

State Assembly Two-year term	
District 12	Portion of Clark County
District 13	Portion of Clark County
District 14	Portion of Clark County
District 15	Portion of Clark County
District 16	Portion of Clark County
District 17	Portion of Clark County
District 18	Portion of Clark County
District 19	Portion of Clark County
District 20	Portion of Clark County
District 21	Portion of Clark County
District 22	Portion of Clark County
District 23	Portion of Clark County
District 24	Portion of Washoe County
District 25	Portion of Washoe County
District 26	Portion of Washoe County
District 27	Portion of Washoe County
District 28	Portion of Clark County
District 29	Portion of Clark County
District 30	Portion of Washoe County
District 31	Portion of Washoe County
District 32	Elko (Part), Eureka (Part), Humboldt, Lander, Pershing, Washoe (Part)

State Assembly Two-year term	
District 33	Elko (Part), Eureka (Part), Lincoln (Part), Nye (Part), White Pine
District 34	Portion of Clark County
District 35	Portion of Clark County
District 36	Clark (Part), Lincoln (Part), Nye (Part)
District 37	Portion of Clark County

State Assembly Two-year term	
District 38	Churchill, Esmeralda, Lyon (Part), Mineral, Nye (Part)
District 39	Douglas, Lyon (Part)
District 40	Carson City, Storey, Washoe (Part)
District 41	Portion of Clark County
District 42	Portion of Clark County

Election Calendar

[2026 Election Calendar \(8.5 x 11\)](#)

[2024 Election Calendar \(8.5 x 11\)](#)

Filing and Signature Deadlines

The following is a summary of the filing and signature deadlines for each petition type. For simplicity, the term “business days” is used in place of “...days, excluding Saturdays, Sundays and holidays...” in NRS.

Independent Candidate

Purpose	Filing Deadline	Signature Requirement	Signature Verification
For those who wish to run for a partisan office as a candidate with no political affiliation.	President/Vice President		
	Not earlier than January 2 , preceding the election and not later than 25 working days before the last day to file the petition of candidacy by 5 p.m., on the second Friday of August .	1% of total ballots cast in prior Gen. Election for office of Rep of Congress	Raw Count 4 business days Signature Verification 10 business days
	Statewide, County, or District Partisan Office		
	Not earlier than the first Monday in March , preceding the election and not later than 10 working days before the last day to file the petition by 5 p.m., on the third Friday of June .	1% of total ballots cast in prior General Election for office of Rep of Congress 250 signatures for statewide office 100 signatures for other than statewide office.	Raw Count: 2 business days Signature Verification 3 business days to verify 500 signatures or randomly sample 5% of total submitted (whichever is greater).

Minor Party/ Major Party

Purpose	Filing Deadline	Signature Requirement	Signature Verification
To be recognized as a party and obtain ballot access.	President/Vice President Not earlier than January 2 , preceding the election and not later than 25 working days before the last day to file the petition of candidacy by 5 p.m., on the second Friday of August .	1% or more of total votes cast for offices of Representative in Congress, or On January 1 preceding the primary, at least 1% of total number of registered voters designate the minor party. In 2025, not less than 14,271 valid signatures with 3,568 signatures from each of the four petition districts	Raw Count 2 business days Signature Verification 3 business days
	Statewide, County, or District Partisan Office Not before the first Monday in March, and not later than 5:00 p.m. on the second Friday, after the first Monday in March		
	Minor Party Prior to June 1 Preceding a Primary Election		
	Major Party Last Friday in February		

Initiative

Purpose	Filing Deadline	Signature Requirement	Signature Verification
State Initiative			
Propose a new State statute Amend an existing State statute	Not later than the 15th day following the primary election.	At least 10% of the voters from each of Nevada's four petition districts who voted in the last general election. Only registered voters of the county and petition district where the petition is circulated may sign the petition.	Raw Count 4 business days Signature Verification 9 business days 12 business days for re-examination if ordered by SOS.
Amend Constitution			
Amend the Nevada Constitution	Not later than the 15th day following the general election.	At least 10% of the voters from each of Nevada's four petition districts who voted in the last general election. Only registered voters of the county and petition district where the petition is circulated may sign the petition.	Raw Count 4 business days Signature Verification 9 business days 12 business days for re-examination if ordered by SOS.
County Initiative			

Purpose	Filing Deadline	Signature Requirement	Signature Verification
Propose a new county or municipal ordinance Amend an existing county or municipal ordinance.	Not later than the 180 days after affidavit files or 130 days before election, whichever is earlier.	15% of voter turnout at the last general county election	Raw Count 4 business days Signature Verification 20 days

Referendum

Purpose	Filing Deadline	Signature Requirement	Signature Verification
A way for voters to approve or disapprove of a statute, resolution, or ordinance that was enacted by the State Legislature, Board of County Commissioners, or City Council.	Not later than the 15th day following the primary election. County Referendum Not later than the 180 days after affidavit files or 130 days before election, whichever is earlier.	At least 10% of the voters from Nevada's four petition districts who voted in the last general election.	Raw Count 4 business days Signature Verification 9 business days

Recall

Purpose	Filing Deadline	Signature Requirement	Signature Verification
Gives the public the opportunity to recall and replace certain elected officials.	Most officials Not within the first 6 months of their term. State Senator or Assemblymember Any time after 10 days from the beginning of the first session after their election Nominating Petition At least 20 days before the special election	Not less than 25% of those who voted in the state, county, district, or municipality, which the public officer represents, at the election in which he/she was elected. Only registered voters who actually voted in the election in which the subject of the recall was elected may sign.	Raw Count 4 business days Signature Verification 20 business days

Elections Forms

Candidate Forms

Form	SOS Form #
Candidate Withdrawal	EL-A34-25
Pledge for Nominees for Presidential Electors and Alternates	EL-A38-25

NOTE: Candidate filing documents are available in the Aurora Candidate Filing system during candidate filing periods only.

Campaign Finance Forms

Campaign Finance Form	SOS Form #
How to Create an Account & How to File FDS & C&E Reports in Aurora	EL800
C&E and FDS Reporting Requirements	EL-C13-25
Annual Candidate Contributions Expenditures Filing Form	EL-C14-25
Annual Candidate Contributions and Expenditures Instructions	EL-C15-25
Independent Expenditure & PAC C&E Filing Form	EL-C07-25
Candidate C&E Filing Form	EL-C06-25
Notice of Completion of Campaign	EL-C05-25
Legal Defense Fund Statement of Formation	EL-C02-25
Legal Defense Fund Dissolution	EL-C04-25
Instructions for Recall (Committee and Candidate) Contributions and Expenses Report	EL205
Recall Contributions and Expenses Report	EL207
Contribution & Expenses Reporting Instructions for Recall Special Election	EL-C03-25
Recall C&E Filing Form	EL-C08-25
Affidavit Exemption from Electronic Filing NRS 294A.3733	EL-C09-25
Affidavit Exemption from Electronic Filing NRS 281.572	EL-C10-25

Statewide Petition Forms

Statewide Petition Form	SOS Form #
Initiative Petition Constitutional Amendment - Proposed Measure	EL-D04(a)-25
Initiative Petition Constitutional Amendment - Description of Effect & Petition	EL-D04(b)-25
Initiative Petition Statewide Statutory - Proposed Measure	EL-D05(a)-25
Initiative Petition Statewide Statutory - Description of Effect & Petition	EL-D05(b)-25
Minor Political Party Ballot Access Petition	EL-D16-25
Major Political Party Ballot Access Petition	EL-D27-25
Petition to Nominate Candidate for Special Election	EL-D25(a)-25
Petition Withdrawal Form	EL-D26-25

County Petition Forms

County Petition Form	SOS Form #
County Initiative Statutory Measure	EL-D03(a)-25
Notice of Intent County Initiative Petition	EL-D03(b)-25
Description of Effect County Initiative Petition	EL-D03(c)-25
County Referendum Statutory Measure	EL-D24(a)-25
Notice of Intent County Referendum Petition	EL-D24(b)-25
Description of Effect County Referendum Petition	EL-D24(c)-25

City Petition Forms

City Petition Forms	SOS Form #
City Initiative Statutory Measure	EL-D02(a)-25
Notice of Intent City Initiative and Referendum Petition	EL-D02(b)-25
City Initiative and Referendum Petition Signatures	EL-D02(c)-25

Recall Petition Forms

Recall Petition Form	SOS Form #
Notice of Intent for Recall of Statewide Office Petition	EL-D20-25(a)
Notice of Intent for Recall of Non-Statewide Office Petition	EL-D20-25(b)
Recall Petition	EL-D14-25

Committee for Political Action (PAC) Form	SOS Form #
Committee Registration Form	EL-E02-25
PAC Information Sheet	EL-E01-25
PAC Notice of Inactivity Form	EL-E03-25
Petition Circulator Compensation Report	EL-D22-25

Miscellaneous Forms

Form	SOS Form #
Non-Profit Corporation Registration Form	EL403
Election Integrity Violation Report	N/A
Request for Confidentiality Form	EL-B23-25
Notice of Designated Areas for Gathering Signatures for Petitions	EL-D17-25
Polling Place Observer Acknowledgement	EL-B07-25
Polling Locations on Tribal Lands	EL-B11-25
City Clerks Special Election Notification of Plan	EL-B16-25

Voter Service Forms

Voter Service Form	SOS Form #
Application by New Resident to Vote for President and Vice President	EL-B01-25
Nonresident or No Fixed Address	EL-B02-25
Affirmation of Challenged Voter	EL-B03-25
Pre- and Post- LAT Test Observer	EL-B09-25

Voter Service Form	SOS Form #
Processing and Counting Ballots - Observer Acknowledgement	EL-B10-25
Registered Voters Signature Affidavit	EL-B13-25
Residency Oath of Affirmation	EL-B14-25
Voter Signature Update Form	EL-B15-25
Application for Approval of Voting System	EL-B18-25
Mail-In Voter Registration Application Distribution Plan	EL-B19-25
Mail Ballot Preference Form	EL-B22-25
I Vote to Honor a Service Member	EL-G02-25
Mail-in Voter Registration Application Distribution Plan	EL-B19-25

County Clerk Contact Information

County Clerks & Registrar of Voters Contact Information - EL-B20-25

Carson City Clerk Scott Hoen 885 E. Musser Street, Suite 1025 Carson City, NV 89701-4475 (775) 887-2087	Churchill County Clerk Linda Rothery 155 N. Taylor Street, Suite 110 Fallon, NV 89406-2748 (775) 423-6028	Clark County Registrar Of Voters Lorena Portillo P.O. Box 3909 (mailing) Las Vegas, NV 89127-3909 (702) 455-VOTE (8683)
Douglas County Clerk Amy Burgans 1616 8th Street, 2nd Floor P.O. Box 218 (mailing) Minden, NV 89423-0218 (775) 782-9014	Elko County Clerk Rebecca Plunkett 550 Court Street, Third Floor Elko, NV 89801-3518 (775) 753-4600	Esmeralda County Clerk Lacinda "Cindy" Elgan 233 Crook Avenue P.O. Box 547 (mailing) Goldfield, NV 89013-0547 (775) 485-6309
Eureka County Clerk Kathy Bowling 10 S. Main Street P.O. Box 540 (mailing) Eureka, NV 89316-0694 (775) 237-5263	Humboldt County Clerk Tami Rae Spero 50 W. Fifth Street, Suite 207 Winnemucca, NV 89445-3199 (775) 623-6343	Lander County Clerk Molly Gonzalez 50 State Route 305 Battle Mountain, NV 89820-9998 (775) 635-5738
Lincoln County Clerk Lisa C. Lloyd 181 North Main Street, Suite 201 P.O. Box 90 (mailing) Pioche, NV 89043-0090 (775) 962-8077	Lyon County Clerk Staci Lindberg 27 S. Main Street Yerington, NV 89447-2571 (775) 463-6501	Mineral County Clerk Teresa McNally 105 South "A" Street, Suite 1 P.O. Box 1450 (mailing) Hawthorne, NV 89415-0400 (775) 945-2446
Nye County Clerk Cori Freidhof 101 Radar Road P.O. Box 1031(mailing) Tonopah, NV 89049-1031 (775) 482-8127	Pershing County Clerk Lacey Donaldson 398 Main Street P.O. Box 820 (mailing) Lovelock, NV 89419-0820 (775) 273-2208	Storey County Clerk Jim Hindle 26 South "B" Street, Drawer D" Virginia City, NV 89440-0139 (775) 847-0969
Washoe County Registrar Of Voters Andrew McDonald 1001 E. Ninth Street Reno, NV 89512-2845 (775) 328-3670	White Pine County Clerk Nichole Stephey 1786 Great Basin Blvd., Suite 3 Ely, NV 89301-1994 (775) 293-6509	

City Clerk Contact Information

City Clerks Contact Information - EL-B21-25

Boulder City Clerk Tami McKay 401 California Avenue Boulder City, NV 89005 (702) 293-9208	Caliente City Clerk Brenda Northup P.O. Box 1006 (mailing) Caliente, NV 89008-1006 (775) 726-3131	Carlin City Clerk Melinda Harris P.O. Box 787 (mailing) Carlin, NV 89822 (775) 754-6354
City of Elko City Clerk Annette Robinson 1751 College Avenue Elko, NV 89801 (775) 777-7100	City of Ely City Clerk Jennifer Lee 501 Mill Street Ely, NV 89301-1940 (775) 289-2430	Fallon City Clerk Michael O'Neil 55 West Williams Avenue Fallon, Nevada 89406 (775) 423-5104
Fernley City Clerk Kim Swanson 595 Silver Lace Blvd. Fernley, NV 89408 (775) 784-9830	Henderson City Clerk Louie Valdez 240 Water Street Henderson, NV 89015 (702) 267-1400	Las Vegas City Clerk LuAnn Holmes 495 South Main Street Las Vegas, NV 89101 (702) 229-6311
Lovelock City Clerk Nicole Reitz P.O. Box 238 (mailing) Lovelock, NV 89419 (775) 273-2356	Mesquite City Clerk Julie Goodsell 10 E. Mesquite Blvd. Mesquite, NV 89027 (702) 346-5295	North Las Vegas City Clerk Jackie Rodgers 2250 Las Vegas Blvd North, Suite 800 North Las Vegas, Nevada 89030 (702) 633-1030
Reno City Clerk Mikki Huntsman 1 East First Street P.O. Box 1900 (mailing) Reno, NV 89505 (775) 334-2030	Sparks City Clerk Lisa Hunderman 431 Prater Way P.O. Box 857 (mailing) Sparks, NV 89432 (775) 353-2397	Wells City Clerk Samantha Nance 525 Sixth Street P.O. Box 366 (mailing) Wells, NV 89835 (775) 752-3355
West Wendover City Clerk Anna Bartlome 1111 N. Gene L. Jones Way P.O. Box 2825 (mailing) West Wendover, NV 89883 (775) 664-3081	Winnemucca City Clerk Ruth Fitzpatrick 90 W. Fourth Street Winnemucca, NV 89445 (775) 623-6333	Yerington City Clerk Angela Moore, Interim 14 E. Goldfield Avenue Yerington, NV 89447 (775) 463-3511

Appendix B: Elections Glossary

For more elections-related terms and definitions, see Nevada's Elections Glossary on the KB.

Abstract of Votes

A compilation of votes cast for a particular candidate by office and precinct.

Accuracy Certification Board

Observes the conduct of the testing for the mechanical recording device which directly records votes electronically, if any; or the automatic tabulating equipment and programs, if any, to ascertain that the device or equipment and programs will correctly count the votes cast for all offices and on all measures.

Active Registration

A current registration of a voter in the statewide voter registration list, entitling such a voter to vote in the manner provided by this title.

Adjudication

The check or review of a ballot that has been flagged for a possible error or a question of voter intent. This process is completed by a bipartisan board.

Administrators

Public servants who oversee and carry out the overall election process ensuring compliance with laws, coordinating logistics, hiring and managing poll workers, and overseeing the counting of ballots.

Advocacy

Speaking, displaying or disseminating written material, identifying clothing, buttons, or other paraphernalia.

Accuracy Certification Board

Three people, not more than two of whom are of the same political party, serve as an accuracy certification board. Not more than two of the people appointed to the board may be employees of the county or city.

Automatic Voter Registration Agency

A Nevada agency designated by (what statute) to facilitate voter registration.

Ballot

The paper or electronic record of a voter's preference of candidates and questions voted upon at an election.

Ballot comparison

A technique used in a risk-limiting audit in which the results of the ballot polling are compared to the results of the mechanical voting system as set forth in the record of votes cast on the system.

Ballot Drop Box

A secure receptacle provided by a local election office to receive mail ballots throughout the county, whether in an election office, polling place, or outside.

Ballot Initiative

A proposed law or amendment to the state constitution that is placed on the ballot for approval by voters.

Ballot Polling

Technique used in a risk-limiting audit in which individual paper ballots are randomly selected, and the ballot markings are examined and interpreted manually until the sampling of selected paper ballots indicates a sufficient majority for the reported winner of the election.

Ballot Stock

The paper ballots are printed on where a voter directly indicates his or her vote and the materials included with a mail ballot, including the mail ballot, return envelope, envelope, voter instructions, and sleeve into which the mail ballot is inserted to ensure its secrecy.

Campaign

The organized effort by candidates and their supporters to promote their candidacy and persuade voters to vote for them.

Campaign Expenses

All expenses incurred by a candidate for a campaign, including office expenses, expenses related to travel, advertising, polling, special events, legal defense, and personnel including volunteers, paid staff, and consultants. Filing fees for declaration of candidacy, contributions made to another candidate or nonprofit corporation Political Action Committee or Committee for the Recall of a Public Officer, repayment or forgiveness of a loan, and disposal of unspent contributions are also campaign expenses.¹

Campaign Finance

Money raised and spent by candidates and political committees to promote their campaigns.

Candidate

Anyone who files a declaration of candidacy, whose name appears on an official ballot, or who has received contributions in excess of \$100.²

Canvass

A review of the election results by the board of county commissioners, the mayor and city council, or the justices of the Supreme Court, by which any errors within the election results are officially noted and official results are declared.

¹ See NRS 294A.225, NRS 294A.230, NRS 294A.250, NRS 294A.0075, and NRS 294A.0035.

² NRS 294A.005

Central Counting Place

Location designated by the clerk/registrar for the compilation of election returns.

Certificate of Election

A certificate prepared by the county or city clerk or Governor, for the person having the highest number of votes for any district, county, township, city, state or statewide office as official recognition of the person's election to office.

Challenger

A candidate who is running against the incumbent for a political office.

Clerk

Election board officer assigned to make the record of the election in the roster, tally list and challenge in the precinct, district or polling place in which such officer is appointed.

Contest

An adversarial proceeding between a candidate for public office who has received the greatest number of votes and any other candidate for that office or, in certain cases, any registered voter of the appropriate political subdivision, for the purpose of determining the validity of an election.

Contribution

A gift, loan, conveyance, deposit, payment, transfer, or distribution of money or of anything of value other than the services of a volunteer.³

Cost of Recount

Expenses incurred by election officials in conducting the process of retabulating the votes to verify the initial election results.

Countywide office

An elected county office elected by the registered voters of the entire county.

Covered Voter

A uniformed-service voter, overseas voter or a spouse or dependent of a uniformed-service voter whose voting rights are protected by the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) .

Debate

Formal, moderated discussion between candidates for public office, typically covering important issues and policies.

Declaration of Candidacy

Required form that must be filed with the appropriate filing officer to be named as a candidate on an official ballot at an election.

Digital Signature

Electronic signature using an asymmetric cryptosystem of algorithms providing a high level of security.

Duplicate

Process of preparing a new ballot to replace a ballot received through the system of approved electronic transmission or a damaged or defective ballot.

³ NRS 294A.007

Duplicate Ballot

Ballot prepared by a ballot duplicating board to replace a damaged or defective ballot or to prepare a ballot for tabulation that was received through a system of approved electronic transmission.

Election Board

Term in NRS to describe a group of Election Board Officers with a specific function or task, such as operating a polling place, central counting board, recount board, ballot adjudication board, etc.

Election Board Officer

Poll worker, election worker, polling place judge, and other variations created by local election officials.

Election Day

Designated day on which elections are held, typically the first Tuesday after the first Monday in November.

Election Computer Program

Tape, firmware, source code, executable computer code or computer software and the tables created for an election to count correctly votes cast through the use of a mechanical voting system. The source code or executable computer code for an election must remain on file with the Secretary of State until amended.

Electoral College

The body of electors chosen from each state to elect the President and Vice President of the United States. Nevada has 6 electoral votes.

Electoral District

Geographic area represented by a single elected official, such as a member of the state legislature or Congress.

Electoral Threshold

Minimum percentage of votes a candidate or party must receive to win a seat in an election.

Electoral Vote

Vote cast by each member of the Electoral College for President and Vice President, based on the popular vote in their state.

Electronic Roster

Also known as electronic poll books or E-pollbooks; an electronic list of currently and previously registered voters.

Electronic Signature

An authenticated and legally binding indication of a person's intent to accept an agreement or record.

Expenditure

Money paid for advertising or communication on television, radio, billboards or posters, in newspapers or other periodicals or by mail, and all other money paid to advocate expressly the election or defeat of a clearly identified candidate or group of candidates or the passage or defeat of a clearly identified question or group of questions on the ballot. This includes any payments made to a candidate or to certain relatives of a candidate.⁴

Filing Officer

The Secretary of State, county or city clerk or any other officer authorized by law to receive designations and declarations of candidacy, certificates and acceptances of nomination or any other nomination papers.

Gerrymander/Gerrymandering

Manipulating the boundaries of electoral districts to favor one political party or group over another.

Hand Count

Process of determining the results of an election where the primary method of counting the votes cast for each candidate or ballot question does not involve the use of a mechanical voting system.

Inauguration

Formal ceremony marking the beginning of a new term in office for elected officials, such as the President or Governor.

Incumbent

Current officeholder who is seeking reelection.

Mail Ballot

Paper ballot distributed by mail to active registered voters.

Mail Ballot Voting

Election method where a voter receives a ballot for the election by mail and returns it either through the mail, at an official ballot box designated by their county, or at a polling location. In Nevada, all active registered voters will automatically receive a mail ballot, unless they opt-out of receiving one.

Meaningful Observation

Observation of the recount of votes, including the counting and inspection of ballots, including rejected ballots. Meaningful Observation does not include viewing voters' personal information, ballot, or ballot selections, or listening to conversations between election board officers.

Mechanical Recording Device

Device which mechanically or electronically compiles a total of the number of votes cast.

⁴ [NRS 294A.0075](#)

Mechanical Voting System

System whereby a voter may cast a vote either on an electronic device or paper ballot, which is subsequently counted on an electronic tabulator, counting device, or computer.

Observer

Any member of the public or a representative of a political party allowed to observe the conduct of voting at a polling place, the processing of ballots, pre- and post- election logic and accuracy testing, and the certification of post-election audits. Observers are not affiliated with, employed by, or representatives of any local election office.

Overseas Voter

United States citizen who is outside the United States and qualifies as a covered voter.

Overvote

Casting more votes than allowed for a particular race or contest on the ballot.

Personal Knowledge

Firsthand knowledge through experience or observation of facts; required for making a formal challenge to another voter's right to vote.

Personal Use

Any use of contributions to fulfill a commitment, obligation, or expense of a candidate that would exist irrespective of his or her campaign, and/or a public officer that would exist irrespective of the duties of his or her public office.

Political Party

An organized group of people with similar political beliefs and goals who seek to influence public policy by getting their candidates elected to office.

Polling Place

The location or building where people go to vote on election day or early voting during an election. Other synonymous terms include Poll, Polling Location.

Polling Place Supplies – Critical

Supplies essential to the operation of a polling place, such as supplies that must be tracked, securely stored, and or returned to the county election office daily.

Polling Place Supplies – Non-Critical

Supplies that are mandatory but not critical to the operation of a polling place. Such items do not require tracking, secure storage, or daily return to the county election office.

Poll Workers

Temporary workforce trained to staff vote centers during early voting and on election day. Most poll workers are paid "seasonal" staff not employed full time in the office of the clerk/registrar. Poll workers help voters check in, manage voter lines, troubleshoot equipment issues, provide directions and assistance to voters, coordinate the transmission of election results to central counting facilities, and perform ballot reconciliation.

Precinct

A subdivision of the boundaries of election districts. Precincts must be of contiguous territory and established on the basis of the number of active registered voters who live there, with a maximum of 5,000 registered per precinct.

Primary Election

An election held to select candidates who will run in the general election. In Nevada, primary elections are typically held in June.

Provisional Ballot

A ballot cast by a voter whose eligibility to vote is in question or who has not yet provided all the information required to validate their eligibility. Provisional ballots are not tabulated until the 6th day following the election.

Recall Election

Special election held to remove an elected official from office before the end of their term.

Recount Board

Team appointed by the Clerk/Registrar to conduct the recount. The Clerk/Registrar acts as chair of the recount board unless the recount is for the office of county/city clerk, in which case the registrar of voters or mayor of the city acts as chair as long as the registrar of voters/mayor is not a candidate on the ballot.

Recount of Vote

A candidate defeated at any election may demand and receive a recount of the vote for the office for which he or she is a candidate to determine the number of votes received for the candidate and the number of votes received for the person who won the election.

Redistricting

The process of redrawing electoral district boundaries to reflect changes in population, typically done every ten years after the census.

Referendum

A direct vote by the electorate on a proposed law or constitutional amendment.

Results Cartridge

Elections media cartridge or memory device which contains the electronically recorded ballots cast during the election and from which the ballots are tabulated.

Risk-Limiting Audit

An audit protocol that uses statistical principles and methods designed to limit the risk of certifying an incorrect election outcome.

Same-Day Voter Registration

Allows a voter to register for the first time or update their existing registration on the same day they vote, during Early Voting or on Election Day.

Sample Ballot

An informational document distributed by a county or city clerk that includes a list of the offices, candidates, and ballot questions that will appear on a ballot in an election. Sample ballots also include general information regarding an election such as polling locations, explanations of ballot questions, and information on voting devices used at the polling location.

Signature Stamp

A person with a physical disability who, by reason of the physical disability, is unable to write may use a signature stamp to affix his or her signature to a document or writing any time that a signature is required by law and person, government, governmental agency and any political subdivision of a government must treat each signature affixed by a person described in paragraph through the use of a signature stamp in the same manner as it treats a signature made in writing.

Split-Ticket Voting

Voting for candidates from different political parties for different offices on the same ballot.

Spoiled Ballot

A ballot that cannot be counted because it is improperly marked or damaged.

Statement of Contest

A candidate at any election, or any registered voter of the appropriate political subdivision, may contest the election of any candidate, except for the office of United States Senator or Representative of Congress.

Statewide Office

An elected state office whose candidates are voted upon in the election by the registered voters of the entire State.

Statewide Voter Registration List

The state's official list of registered voters established and maintained by the Secretary of State, in consultation with each county and city clerk.

Straight-Ticket Voting

Voting for all candidates from the same political party.

Synthetic Media

An image, audio recording or video recording of the appearance, speech or conduct of a person that has been intentionally manipulated with the use of generative adversarial network techniques, artificial intelligence, or generative artificial intelligence to create a realistic but false image, audio recording or video recording that produces: (1) A depiction that to a reasonable natural person is of a real natural person in appearance, action or speech but that did not actually occur in reality or was not authentically captured or recorded; and (2) A fundamentally different understanding or impression of the appearance, action or speech of a person than what a reasonable natural person would have from viewing or listening to the unaltered original version of the image, audio recording or video recording.

Tie Vote

Determination of winner in certain elections; determination of nominees in certain primary elections; right to recount.

Tribal identification Card

An identification card issued by an Indian tribe located in whole or in part in this State. Tribal IDs are valid for proof of Identity in Nevada.

Undervote

Casting fewer votes than allowed for a particular race or contest on the ballot.

UOCAVA

Uniformed and Overseas Citizens Overseas Absentee Voting Act. Federal act providing a legal basis for US citizens who are members of the Uniformed Services, the Merchant Marine, and commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration, their eligible family members, and US citizens residing outside the United States to vote.

Voting Booth

Any place or compartment used to screen a voter from the observation of others.

Vote Center

Polling Place. Any place designated by the county or city clerk for in-person voting during early voting or on election day.

Voter Education

Programs and initiatives designed to inform and educate voters about the election process, voting rights, and candidates' positions on issues.

Voting Device

NRS term used to describe the item/machine voters cast their vote on, which is part of a mechanical voting system.

Voter Registration

The process when an eligible citizen files an application to become a voter. In Nevada, voter registration also includes eligible 17-year-olds, who can pre-register and will become an active registered voter once they turn 18.

Voter Roll

List of registered voters eligible to vote in an election.

Voter Turnout

Percentage of eligible voters who participate in an election.

Voter Verifiable Paper and Trail Audit (VVPAT)

The device attached to a mechanical recording device with paper that prints a record of all votes cast by a voter, enabling that voter to visually verify that the mechanical voting system has accurately recorded their votes.

Uniformed-Service Voter

An elector who is a member of the active or reserve components of the Army, Navy, Air Force, Marine Corps or Coast Guard of the United States who is on active duty; a member of the Merchant Marine, the Commissioned Corps of the Public Health Service or the Commissioned Corps of the National Oceanic and Atmospheric Administration of the United States; a member of the National Guard or state militia unit who is on activated status; or a spouse or dependent of a person who qualifies as a uniformed-service voter.

Election Applications

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Aurora Candidate Filing System

Introduced in 2024, the Aurora Candidate Filing System provides the ability for candidates to initiate the process of filing for candidacy for an office within the State of Nevada.

Candidates

Aurora is available during candidate filing periods. Candidates can create a profile, complete forms, and access filing instructions for the office they intend to run.

Step 1: Complete Candidate Profile

- ▶ <https://nvsos.nv.gov/SOSCandidateServices/AnonymousAccess/CF/CFInstructions.aspx>
- ▶ Enter candidate information
- ▶ Review for accuracy
- ▶ Complete Captcha

Step 2: Submit Candidate Profile

- ▶ Click "Download all required Forms"
 - Forms include:
 - Candidate filing documents
 - Instructions for filing for candidacy
 - Automatically saved to Aurora Candidate Filing System
 - Print for your records

AURORA
Campaign Finance Disclosure

Login To File Reports | Create An Account | CMEVD Report Search

Report Search | File For Office | About | Help & Tips

Filing for Candidacy of Office

Use this page to download all the forms required to file for candidacy in the state of Nevada for a given office and political party. You can then complete the form and will be provided instructions on how and where to submit your filing. The information you enter below will be pre-loaded into your forms. Click the "Help & Tips" tab above or HERE for more information about this process.

Candidate Name

Name On Ballot
Name on the ballot, LAST, SUFFIX, FIRST, MIDDLE INIT, NICKNAME
 Format: last name, suffix, first name, middle initial, "nickname" Example: Smith, Jr., John, A, "Johnny"

Residential Address

Residential City/State/Zip City Please choose a state Zip Code

Residential County

Mailing Address ☐ Click here if Mailing Address is DIFFERENT from Residential Address

Contact Email(s) Email Secondary Email

Office Being Sought

Political Party

Election Year

Confidential? ☐ Answer

Can't Prove Residency? ☐ Answer

*Please confirm you are a human user and not a robot ...

☐ I'm not a robot

[Download All Required Forms](#)

Please confirm ...

Your name is "jimmy subway john", you are running for office "Governor" in jurisdiction "Secretary of State" and your party is "Republican Party".

[Yes, this is correct, proceed!](#)

[This is incorrect, I will edit this information.](#)

NOTE: Using the Public Facing Aurora Candidate Filing System does not mean you have filed for candidacy. You need to contact the filing officer to complete the filing process.

Step 3: File for Candidacy

- ▶ In-person, by mail, or virtually (if available)
- ▶ Provide ID and proof of residency (if required)
- ▶ Pay filing fee (if applicable)
- ▶ Finalize candidate filing with filing officer

Step 4: Changes /Corrections

- ▶ Make the appropriate corrections in the candidate profile / forms
- ▶ Follow Steps 2 & 3

AURORA
Campaign Finance Disclosure

Login To File Reports | Create An Account | C&EFD Report Search

Report Search | **File For Office** | About | Help & Tips

Filing for Candidacy of Office - Your Next Steps

Congratulations on taking your first steps towards filing for the office of Governor!

Download Your Required Forms Now! (Only available for the next 20 minutes)

Your filing is not complete. You must complete the following steps to complete your filing:

- Verify the filing fee amount with your Filing Officer. Acceptable forms of payment are cash, cashier's check, or certified check.
- Make a copy of your proof of identity and residency and provide that copy to your Filing Officer with your filing packet.
- Download Your Required Forms Now! (only available for the next 20 minutes) if completing by mail.
- Sign documents with a Notary Public and return by mail.
- Include your filing fee payment and proof of identity and residency with your documents.
- If completing in-person, make an appointment with your Filing Office (if necessary) and complete with your Filing Officer.
 - Be sure to bring your reference ID number (005050824), your filing fee payment and proof of identity and residency.

Once done with these steps, you must contact your Filing Officer to receive confirmation that your filing is complete.

Please contact your Filing Office with any additional questions.

Your Filing office is:
Deputy Secretary of Elections - Secretary of State
101 N Carson Street
Suite #2
Carson City, NV 89701
Phone: 775-684-6706
Email: nvsos@sos.nv.gov

OR

Nevada Secretary of State - Las Vegas Office
2200 Las Vegas Blvd North, Suite 400
North Las Vegas, NV 89030
Phone: 775-684-6706
Email: nvsos@sos.nv.gov

Clear and Protect My Personal Information

Start a new candidate filing

You are currently not logged in.

NOTE: If filing virtually or by mail, contact the filing officer for additional instructions.

Filing Officers

Aurora is available during candidate filing periods. Filing officers can view candidate “draft status” filing forms and finalize candidate filings, create new candidate profiles, and complete filings. Aurora also maintains historical candidate filing records, builds a Certified List of Candidates, and exports to TotalVote.

Step 1: Login to Aurora at
<https://nvsos.nv.gov/SOSCandidateServices/FO/MyFOFilings.aspx>

- ▶ Enter email or login name and password to login

AURORA
Campaign Finance Disclosure

Login To File Reports | Create An Account | C&EFD Report Search

Report Search | **File a Report** | About | Help & Tips

Login

Email or login name

Password

Forgot your password?

Login

Create An Account

Enter here to access the Aurora Filing Officer's Application to submit candidacy filings with the Nevada Secretary of State's Elections Division. This system for authorized users only!

Step 2: Candidate Filing Profile

- ▶ Locate candidate name if they previously completed a profile; OR
- ▶ Create a new candidate profile
 - Candidate enters information (oversee)
- ▶ Collect filing fee;
 - Enter payment into profile (0.00 if no filing fee)
 - Select payment method in drop-down (cash, cashier's check, certified check or no filing fee)
- ▶ Make a copy of ID / proof of residency or other required documents
 - Add to filing packet after declaration has been signed and scan into system
- ▶ Review / correct data for accuracy (see candidate profile tips)
- ▶ Click "Save"
- ▶ Complete Captcha
- ▶ Click "Fill Out Forms Online"

Candidate Name	Party	Office Sought	Jurisdiction	Filing Status	Email	Draft Date
Jimmy Suberay John	Republican Party	Governor	Secretary of State	Draft	nvelect@sos.nv.gov	5/5/2025

Filing for Candidacy of Office

Create a new candidacy filing below by entering in the required data and clicking the "Save and Start Forms" button below. Based on the provided party and office, the system will derive the sequence of forms required for this filing, for the filing officer and candidate to enter online. The information you enter below will be pre-loaded into your forms. Click the "Help & Tips" tab above or HERE for more information about this process.

Candidate Name

Name on Ballot Name on the ballot, LAST, SUFFIX, FIRST, MIDDLE INIT, NICKNAME. Format: last name, suffix, first name, middle initial, "nickname" Example: Smith, Jr., John, A. "Johnny"

Residential Address

Residential City/State/Zip

Residential County

Mailing Address ☐ Click here if Mailing Address is DIFFERENT from Residential Address

Contact Email(s)

Office Being Sought

Political Party

Election Year ☐ Will run in Primary?

Confidential? ☐ Answer

Can't Prove Residency? ☐ Answer

Filing Fee Please select a payment type

Complete Form Entry... -OR-

*Please confirm you are a human user and not a robot...

☐ I'm not a robot

Complete Form Entry... -OR-

Step 4: Oath and Signatures

- ▶ Click "Save"
- ▶ Click "Download Current Forms to PDF"
 - Print documents
 - Review each form with candidate
 - Provide candidate oath (Candidate raises right hand & Read oath)
 - Candidate signs Declaration of Candidacy
 - Filing officer signs Declaration of Candidacy and notarizes (if required)
 - Place copy of ID and other required documentation to back of filing forms
- ▶ Scan Documents
- ▶ Click "Upload Scanned Forms"

Step 5: Finalizing Candidate Filing

- ▶ Click "Submit Candidate Filing"
- ▶ Review filing / candidate is correct
- ▶ "Check" affirmation box
- ▶ Click "Submit This Candidate Filing Now"
- ▶ Confirm candidate filing status now shows "Filed"

Corrections

- ▶ Click "Re-Edit Candidate Filing"
- ▶ Once the appropriate changes have been made, follow the above steps to re-save the documents and complete the candidate filing

NOTE: Candidate filing documents will be automatically emailed to the candidate using the email(s) entered in Aurora when the filing has been submitted.

Ballot Name Requirements

The candidate's Ballot Name MUST be in the following format:

Last Name, Suffix, First name, Middle initial, "nickname"

Example: Smith, Jr., John, A. "Johnny"

The names of candidates on ballots cannot include any title, designation or profession or occupation, or other reference which indicates the profession or occupation of the candidate.

Any nickname MUST:

- ▶ Be in quotes
- ▶ Not more than 10 letters
- ▶ Not indicate any political, economic, social or religious view or affiliation
- ▶ Not be the name of any person, living or dead, whose reputation is known on a statewide, nationwide or worldwide, or in any other manner deceive a voter regarding the person or principles for which they are voting.

Documentation/ID Requirements

Unless the candidate executes an oath or affirmation under penalty of perjury stating that they are unable to present proof of residency, a candidate must present to the filing officer a valid driver's license or identification card issued by a governmental agency that contains a photograph of the candidate and the candidate's residential address or present a current utility bill, bank statement, paycheck, or document issued by a governmental entity, including a check which indicates the candidate's name and residential address. The candidate's voter registration card cannot be used as proof of identity or residence.¹

Can't Prove Residency box

Check this box and confirm "Yes" if the candidate is unable to provide proof of residency. If the box is checked, the candidate will be required to complete form "Unable to Provide Proof of Residency", which is automatically included in the candidate filing documents for the candidate to sign.

Office Being Sought

Enter a variation of the office title (e.g. try "Senator" vs. "Senate", "Representative" vs. "Congressman").

¹ NRS 293.177

Political Party

Major political party candidates must be designated as that political party on their application to register as of January 1 of the filing year.

Confidential box

Check this box and confirm “Yes” if the candidate’s personally identifiable information (PII) must be kept confidential. Checking this box redacts PII from the documents and from reporting if the forms are filled out and completed online (see steps 5). Documents that are printed and uploaded or completed outside of the system may not have these controls in place and must be manually validated.

Filing Status

The following status options should be updated immediately if any of the following situations apply:

Declaration of Candidacy

- ▶ Draft
- ▶ Disqualified
- ▶ Filed
- ▶ Withdrawn

Candidate Challenged

- ▶ Challenged by Elector
- ▶ Challenge Invalid
- ▶ Challenge Valid
- ▶ Removed from Ballot

Petition

- ▶ Filed Notice of Intent
- ▶ Circulating
- ▶ Sufficient Signatures
- ▶ Signature Verification
- ▶ Recalled

Miscellaneous

- ▶ Deceased
- ▶ Lost Election
- ▶ Removed (non-filed/test profiles)

Aurora Campaign Finance

Financial Disclosure Statements

Step 1: Accessing the Filing Portal

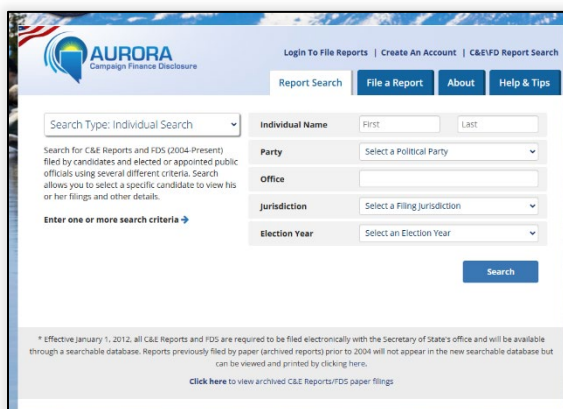
Navigate to the Nevada Secretary of State's website: www.nvsos.gov.

Select **[Campaign Finance]** on the left sidebar.

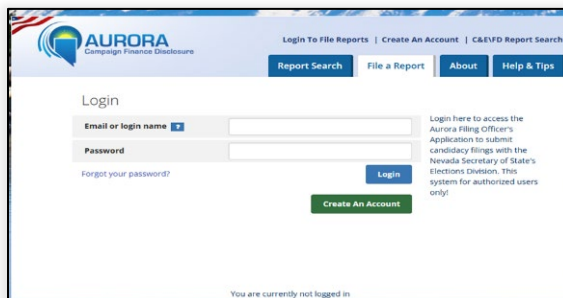


Access the Aurora Campaign Finance Disclosure page.

Select **[Login to File Reports]**



Enter your registered email and password.



Select **[File A Report]**, then select **[Financial Disclosure Statement]**.

Scroll down to locate the FDS report to be filed.

Verify your contact information, respond to mandatory questions (length of residence and district residence), and click **[Save and Proceed]**.

Follow the on-screen instructions to complete the report.

Step 2: Initiating a New Report

Select the appropriate type of FDS report (Annual, Appointment, or Candidate).

Choose the "Financial Disclosure Statement" and click the "Proceed" button.

On the Filing Year Selection Screen, select the correct year for which the report is being filed.

Answering Mandatory Questions

Before proceeding, filers must provide information regarding their length of residency in Nevada and their district.

Once the required information is entered, click **[Save & Proceed]**.

Importing Previous FDS Reports

If a filer has previously submitted an FDS report, they have the option to import prior data to expedite the filing process.

Imported data can be reviewed and modified before final submission.

The screenshot shows the Aurora Campaign Finance Disclosure website. At the top, there are navigation links: 'My Filings', 'FAQ', 'Edit Personal Info', 'Change Password', and 'Logout'. Below these are buttons for 'Report Search', 'File a Report', 'About', and 'Help & Tips'. The main heading is 'Select the type of report to file:'. There are two radio button options: 'Contributions & Expenses Report' and 'Financial Disclosure Statement'. The 'Financial Disclosure Statement' option is selected. Below the options is a 'Proceed' button. At the bottom, a small text line says 'You are logged in as Joshua Nordstrom representing Joshua Nordstrom'.

The screenshot shows the 'Select the reporting period you are filing:' screen. It lists filing years from 2019 to 2025. The 'Filing Year 2025' section is expanded, showing two options: '2025 Annual Financial Disclosure - Due 01/15/2025 Period: Jan 01, 2024 - Dec 31, 2024' and '2025 Appointment Financial Disclosure - Due 30 Days After Appointment Period: Jan 01, 2024 - Dec 31, 2024'. Below this, the 'Filing Year 2024' section is also expanded, showing '2024 Annual Financial Disclosure - Due 01/15/2024 Period: Jan 01, 2023 - Dec 31, 2023', '2024 Appointment Financial Disclosure - Due 30 Days After Appointment Period: Jan 01, 2023 - Dec 31, 2023', and '2024 Candidate Financial Disclosure - Due 03/25/2024 Period: Jan 01, 2023 - Mar 15, 2024'. Below the year selections, there is a checkbox for 'This is an amended report' and a note: 'Note: An amended statement is to be fully comprehensive for that statement year, not just the changes since the last filed statement.'

The screenshot shows the 'Save & Proceed' screen. It contains a form with the following fields: 'Name' (Bill Driscoll), 'Address' (1090 Daphne Court), 'Zip Code' (89423), 'City' (Minden), 'Mailing State' (NV), 'Email' (Bill@BillSellsRealEstate.com), 'Phone' (775-230-2093), 'Length of Residence in NV' (whole years, rounded up), 'Length of Residence in District Where Registered to Vote' (whole years, rounded up), and a 'Save & Proceed' button.

The screenshot shows the 'Importing Previous FDS Reports' screen. It contains a message: 'There is a Financial Disclosure Statement (FDS) you filed online through this web site, for 2024 Annual Financial Disclosure submitted on 01/02/2024. Would you like to import all data from this submitted FDS into your new FDS so that you do not have to start from an empty report?'. There are two buttons: 'Yes, Import in Name from existing report.' (highlighted in green) and 'No thanks, I will start a brand new report.' (highlighted in red). At the bottom, a small text line says 'You are logged in as Joshua Nordstrom representing Bill Driscoll'.

Step 3: Completing Section One – Public Officer Information

This section requires accurate and up-to-date information regarding the filer's name, office held, and term details.

Click "Add New Record."

A pop-up screen is displayed, requiring the filer to input the title, status (elected, appointed, or appointed to an elected position), compensation, and date elected or appointed.

After entering the required information, click "Save."

Click "Continue to Next Step."

Sections 2, 3, & 4 – Financial Disclosures

- ▶ Filers must disclose financial information regarding:
 - Business interests
 - Investments
 - Sources of income
- ▶ If applicable, filers may select "Nothing to Report."

Step 4: Entering Sources of Income

- ▶ Click "Add New Record."
- ▶ A pop-up will appear, requiring the filer to input the income source and indicate whether it pertains to the filer or a household member.
- ▶ Once completed, click "Save."
- ▶ After all income sources have been added and reviewed, click "Continue to Next Step."

Step 5: Entering Real Estate Properties

- ▶ Click "Add New Record."
- ▶ A pop-up will appear requesting specific location details (address, city, and state) and property use (rental, vacation, land, etc.).
- ▶ After entering and reviewing the information, click "Save."
- ▶ Once all inputs are verified, click "Continue to Next Step."

Step 6: Entering Creditor Information

- ▶ Filers must disclose creditors to whom they or a household member owe \$5,000 or more.
- ▶ Click "Add New Record."
- ▶ A pop-up will appear, requiring the creditor's name and whether the debt is self-incurred or pertains to a household member.
- ▶ After verifying accuracy, click "Save."
- ▶ Click "Continue to Next Step."

Sections 5, 6, & 7 – Additional Disclosures

- ▶ These sections cover disclosures related to gifts, loans, and financial liabilities.

Step 7: Meetings, Events, and Trips

- ▶ Filers must report all meetings, events, and trips attended during the filing period.
- ▶ Click "Add New Record."
- ▶ A pop-up will appear requiring details such as location, organization name, purpose, interested parties, item description, and item value.
- ▶ After verifying inputs, click "Save."
- ▶ Review all entries, then click "Continue to Next Step."

Add New Record

Specific Location (Address, City, State) *

Name of Organization *

Purpose *

Name of Interested Parties *

Description of Item *

Value of Item *

Self ☐

Household Member ☐

Save Close

Step 8: Entering Donations/Gifts

- ▶ Filers must report gifts exceeding an aggregate value of \$200 from a single donor within the past 30 days.
- ▶ Click "Add New Record."
- ▶ A pop-up will appear, requiring the donor's name, a description of the gift, and its value.

Step 6: Enter Donations/Gifts

SECTION 6 (Gifts): List the identity of the donor and value of each gift received in excess of an aggregate value of \$200 from a donor during the preceding 30 days EXCEPT: (a) a gift received from a person who is related to you within the third degree of consanguinity or affinity; and (b) ceremonial gifts received for a birthday, wedding, anniversary, holiday or other ceremonial occasion if the donor does not have a substantial interest in your legislative, administrative, or political action (NRS 281.571(6)). [Help?](#)

Self	NAME OF DONOR	DESCRIPTION OF GIFT	VALUE OF GIFT	Date
None				

[Add New Record](#)

☐ I am declaring nothing in this section. You may still declare items later, prior to filing this statement.

[Continue to Next Step.](#)

Add New Record

Donor Name *

Description of Gift *

Value of Gift *

Save Close

Step 9: Entering Business Associations

- ▶ Filers must disclose any business entities in which they or a household member hold a position such as trustee, director, officer, owner, or partner.
- ▶ Click "Add New Record."
- ▶ A pop-up will appear to input business entity details and indicate whether the filer or a household member is involved.

Step 7: Enter Business Associations

SECTION 7 (Business Entities): List each business entity (i.e., organization or enterprise operated for economic gain, including a proprietorship, partnership, firm, business, trust joint venture, syndicate, corporation or association) with which you or a member of your household is involved as a trustee, beneficiary of a trust, director, officer, owner in whole or in part, limited or general partner, or holder of a class of stock or security representing 1% or more of the total outstanding stock or securities issued by the business entity (NRS 281.571(7)). [Help?](#)

Self	BUSINESS ENTITY	Self	Household Member	Date
None				

[Add New Record](#)

☐ I am declaring nothing in this section. You may still declare items later, prior to filing this statement.

[Continue to Next Step.](#)

- ▶ After verification, click "Save."
- ▶ Review all entries, then click "Continue to Next Step."

Step 10: Reviewing and Submitting the Report

- ▶ Review all inputs for accuracy.

- ▶ If changes are required, click "Add New Record" to edit relevant sections.

- ▶ Once all information is confirmed, click "Submit Report."

Add New Record

Business Entity

Self ☐

Household Member ☐

Save **Close**

Financial Disclosure Statement *Un-Submitted*

Report and Contact Information **Edit**

Report	2025 Annual Financial Disclosure	Due Date	1/15/2025
Report Period	Jan 01, 2024 - Dec 31, 2024	Filed	Not Filed
Filer Name	Bill Driscoll	Email	Bill@BillsRealEstate.com
Address	1090 Daphne Court, Minden, NV, 89423	Phone	775-230-2093
NV Residency	11 years	District	11 years
		Residency	

SECTION 1 (Information about your public office): List all public offices for which this financial disclosure statement is required [NRS 281.571(8)]. Please indicate why you are filing this form by choosing the appropriate box below. **Help?**

- ANNUAL FILING:** Filed by elected and appointed officers (if required) no later than January 15th each year.
- CANDIDATE FILING:** Filed by candidates for public office no later than the 10th day after the last day to qualify as a candidate.

TYPE OF FILING (check one): ☒ Annual ☐ Candidate **Change**

FILE	TITLE OF PUBLIC OFFICE AND NAME OF GOVERNMENT (Include the title of the office you held or are seeking, and the name of the entity that employs the position, e.g., "City Manager," "City of XYZ")	Elected (E), or Candidate running for office (C)	Is this position entitled to annual compensation of \$6,000 or more?	Amount of compensation received annually	Date elected or appointed	Delete
FILE	Secretary of State Deputy	A	Yes	\$100,000.00	2/22/2024	X

Add New Record

SECTION 2 (Sources of Income): List each source of your income (in addition to any source listed in Section 1), or that of any member of your household who is 18 years of age or older. [NRS 281.571(2)] **Help?**

FILE	SOURCES OF INCOME	Self	Household Member	Delete
FILE				

Add New Record

SECTION 3 (Real Property): List specific location and particular use of all real estate (other than personal residence); (a) in which you or a member of your household has a legal or beneficial interest; (b) the fair market value of which is \$2,500 or more; and (c) which is located in this state or an adjacent state [NRS 281.571(3)] **Help?**

FILE	SPECIFIC LOCATION (Address, City, State)	PARTICULAR USE (Rental, Vacation, Land, etc.)	Delete
FILE			

Add New Record

SECTION 4 (Creditors): List each creditor to whom you or a member of your household owes \$5,000 or more EXCEPT: (a) debt secured by mortgage or deed of trust on real property which is not required to be listed in Section 3 above; and (b) debt for which a security interest in a motor vehicle for personal use was retained by seller [NRS 281.571(4)] **Help?**

FILE	CREDITOR NAME	Self	Household Member	Delete
FILE				

Add New Record

SECTION 5 (Meetings, Events, Trips): List all educational or informational meetings, events or trips you or a member of your household have taken during the filing period including (a) the purpose and location of the meeting, event or trip and the name of the organization conducting, sponsoring, hosting or requesting the meeting, event or trip; (b) the identity of each interested person providing anything of value to you or a member of your household to undertake or attend the meeting, event or trip; and (c) the aggregate value of everything provided by those interested persons to you or a member of your household to undertake or attend the meeting, event or trip [NRS 281.571(5)] **Help?**

FILE	SPECIFIC LOCATION (Address, City, State)	NAME OF ORGANIZATION	PURPOSE	NAME OF INTERESTED PARTIES	DESCRIPTION OF ITEM PROVIDED AND VALUE	Self	Household Member	Delete
FILE								

Add New Record

SECTION 6 (Gifts): List the identity of the donor and value of each gift received in excess of an aggregate value of \$200 from a donor during the preceding 30 days EXCEPT: (a) a gift received from a person who is related to you within the third degree of consanguinity or affinity; and (b) ceremonial gifts received for a birthday, wedding, anniversary, holiday or other ceremonial occasion if the donor does not have a substantial interest in your legislative, administrative, or political action [NRS 281.571(6)] **Help?**

FILE	NAME OF DONOR	DESCRIPTION OF GIFT	VALUE OF GIFT	Delete
FILE				

Add New Record

- ▶ The system will direct the filer to the declaration page.
- ▶ The filer must select one or both declarations before proceeding.
- ▶ At the bottom of the page, the filer must check the agreement box and enter a digital signature.

- ▶ Click "Submit this Report Now."

- ▶ A confirmation pop-up will appear; click "OK."
- ▶ A confirmation page will display, indicating successful submission of the FDS Report.

This report is not yet submitted!

To submit this report you must: (1) check the penalty of perjury declaration, (2) agree to the terms & conditions, and (3) click the "Submit This Report Now" button.

Submit Financial Disclosure Statement
2025 Annual Financial Disclosure - Due 01/15/2025

Review this FDS report one last time in its entirety

☐ I Declare Under Penalty of Perjury that the Foregoing is True and Correct.

- OR -

☐ I Declare Under an Oath to God that the Foregoing is True and Correct.*

* A declaration under an oath to God is subject to the same penalties as a declaration under penalty of perjury.

Please carefully review the following terms and conditions of submitting this report online. By clicking the checkbox below you acknowledge and agree to these terms and conditions:

NRS 225.083 Notice: The Secretary of State is not responsible for the content, completeness or accuracy of any document filed in this office. Customers should periodically review the documents on file in this office to ensure that the documents pertaining to them are complete and accurate.

Pursuant to NRS 239.330, any person who knowingly offers any false or forged instrument for filing in this office is guilty of a category C felony and shall be punished by imprisonment in the state prison for a minimum term of not less than 1 year and a maximum term of not more than 5 years and may be further punished by a fine of not more than \$10,000. Additionally, any person who knowingly offers any false or forged instrument for filing in this office may also be subject to civil liability.

Pursuant to NRS 239.330, any person who knowingly offers any false or forged instrument for filing in this office is guilty of a category C felony and shall be punished by imprisonment in the state prison for a minimum term of not less than 1 year and a maximum term of not more than 5 years and may be further punished by a fine of not more than \$10,000. Additionally, any person who knowingly offers any false or forged instrument for filing in this office may also be subject to civil liability.

You are declaring, under penalty of perjury, that the information you are about to submit to the Secretary of State for the State of Nevada is true and correct, and is not submitted for any improper purpose, and that you are authorized to submit the information, and to the best of your knowledge complies with NRS Chapter 231. You have reviewed the preceding NRS 225.083 Notice. You understand it is unlawful to submit any illegal, unauthorized, fraudulent, forged, deceptive, defamatory, libel, or improper information, as defined by state and federal law, to the Secretary of State, and agree to indemnify the Secretary of State, and any other parties entitled thereto, for any damages incurred for any unlawful, unauthorized, fraudulent, forged, deceptive, defamatory, libel, or improper information, as defined by the federal and state law, submitted to the Secretary of State by my use of this electronic filing system. You further understand that you may be subject to criminal (NRS 239.330) and/or civil (NRS 225.086) penalties for submitting any unlawful (unauthorized), fraudulent, forged, deceptive, defamatory, libel, or improper information, as defined by federal and state law. You understand and agree that all information submitted is the property of the Secretary of State, and may be monitored for all lawful purposes. You further understand that during such monitoring, all information, including personal information placed on this system, may be examined, copied, and used for any authorized purpose. By submitting this report you intend to identify yourself as the authorized person signing this document and with the present intent to authenticate your signature as such.

☐ I agree to these terms and conditions

Signature to be displayed on the submitted report

☒ Update my candidate record on file with the contact information provided in this report.

nvsosuat says

Are you sure you want to submit this report now? Once your report is submitted you may no longer edit it in any way. This action cannot be undone.

Your Financial Disclosure Statement has been submitted for processing. You will receive an email confirmation shortly.

NOTE: Your Financial Disclosure Statement was filed 43 days after its due date of 01/15/2025. Pursuant to NRS 281.581 (3), the civil penalty associated with this Financial Disclosure Statement is **\$250.00**.

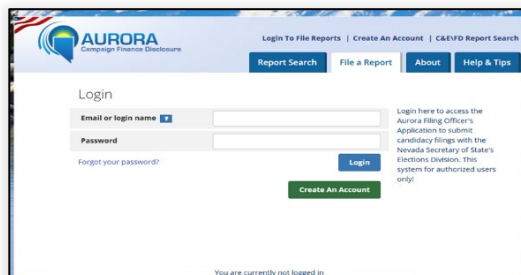
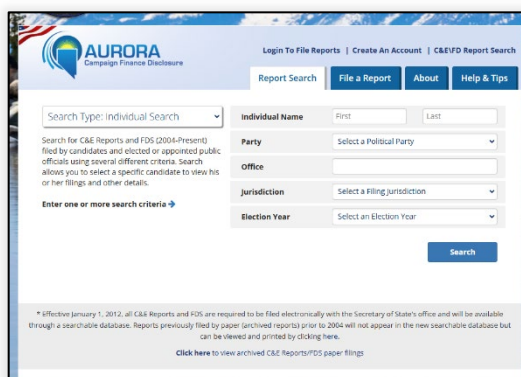
You may pay by credit card, personal check, or cash. Pursuant to NRS 294A.286 and NAC 294A.098, campaign contributions CANNOT be used to satisfy a civil penalty. Please contact the Elections Division at (775) 684-5705 or nvelect@sos.nv.gov to pay this penalty or with any additional questions or concerns.

[Click here to review your submitted report](#)
[View My Saved Filings](#)

Contribution & Expense Reporting

Step 1: Access the Filing Portal

- ▶ Visit the Nevada Secretary of State's website: www.nvsos.gov.
- ▶ On the left-hand menu, click on the "Campaign Finance" button.
- ▶ You will be redirected to the Aurora Campaign Finance Disclosure page.
- ▶ Click on "Login to File Reports."
- ▶ Enter your email address and password to access your account.



Step 2: Initiate a New Report

- ▶ Click on the "File A Report" button.
- ▶ On the next page, select "Contributions and Expenses Report."
- ▶ A list of available reports will appear. Click the corresponding button next to the C&E report you need to file (if nothing happens, scroll down the page).
- ▶ Verify that your contact information is correct, then click "Save and Proceed."

Step 3: Select the Filing Year

- ▶ On the next screen, select "Contributions & Expenses Report" and click "Proceed."
- ▶ You will be directed to the filing year selection page. Choose the appropriate filing year and the correct report type.
- ▶ Once you have selected the correct report, scroll to the bottom of the page.
- ▶ Ensure that your contact information is accurate, then click "Save and Proceed."

Step 4: Enter Report Data

- ▶ The system will generate a report with three primary sections:
 - Report and Contact Information
 - Contributions Summary
 - Expenses Summary

Step 5: Enter Contributions

- ▶ To enter contributions, click on the "Add Items" button in the Contributions Summary section.
- ▶ A new screen will appear where you must select the appropriate contribution type from the drop-down menu:
 - Monetary Contribution
 - In-Kind Contribution
 - In-Kind Written Commitment
 - Written Commitment
- ▶ Complete the required fields with the relevant contribution details.
- ▶ After entering the information, you can either:
 - Click "Save and Exit" to return to the report, or
 - Click "Save and Add Another" to enter additional contributions.
- ▶ Alternatively, you may click on the blue link under Contributions Summary to open all contribution fields.
- ▶ If entering total contributions of \$100 or less, use the designated field on this screen (marked with a blue arrow in the system).

- Once all contributions have been made, review the Contributions Summary section to ensure accuracy.

Contributions Summary			
Show only saved contribution summarizations			
		Bulk Upload	Add Items
Summary		Total	Cumulative Total
Total Monetary Contributions in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total Monetary Contributions in the Form of Loans Guaranteed by a 3rd-Party in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total Monetary Contributions in the Form of Loans that were Forgiven in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total Written Commitments in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total In Kind Contributions in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total Written Commitments for In Kind Contributions in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total Contributions of \$100 or less	View Items (0)	\$ 0.00	\$ 0.00
Total Amount of All Contributions	View Items (0)	\$ 0.00	\$ 0.00
No Contributions Filed			
Reporting Requirements			

Contributions Summary			
Show only saved contribution summarizations			
		Bulk Upload	Add Items
Summary		Total	Cumulative Total
Total Monetary Contributions in Excess of \$100	View Items (0)	\$ 10000.00	\$ 0.00
Total Monetary Contributions in the Form of Loans Guaranteed by a 3rd-Party in Excess of \$100	View Items (0)	\$ 50000.00	\$ 0.00
Total Monetary Contributions in the Form of Loans that were Forgiven in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total Written Commitments in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total In Kind Contributions in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total Written Commitments for In Kind Contributions in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total Contributions of \$100 or less	View Items (0)	\$ 10000.00	\$ 0.00
Total Amount of All Contributions	View Items (0)	\$ 0.00	\$ 0.00
Reporting Requirements			

Step 6: Enter Expenses

- Scroll down to the Expenses Summary section.
- Enter the details for each campaign-related expense incurred.
- There are two types of expenses:
 - Monetary Expense
 - In-Kind Expense
- Expenses must be categorized using one of the 14 itemized expense categories:
 - (A) Office
 - (B) Volunteers
 - (C) Travel
 - (D) Advertising
 - (E) Paid staff
 - (F) Consultants
 - (G) Polling
 - (H) Special events

Expenses Summary			
Show only saved expense summarizations			
		Bulk Upload	Add Items
Summary		Total	Cumulative Total
Total Monetary Expenses in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total In Kind Expenses in Excess of \$100	View Items (0)	\$ 0.00	\$ 0.00
Total Expenses of \$100 or less	View Items (0)	\$ 0.00	\$ 0.00
Total Amount of All Expenses	View Items (0)	\$ 0.00	\$ 0.00
Reporting Requirements			

Expenses in Excess of \$100						
Bulk Upload						
Expense Type *	Monetary					
Payee Type *						
Payee Name *	First	Middle	Last/Organization Name			
Address *	Address	Address 2 (apt/suite#)				
	City	State	Zip Code			
Category *	☐ (A) Office expenses ☐ (B) Expenses related to volunteers ☐ (C) Expenses related to travel ☐ (D) Expenses related to advertising ☐ (E) Expenses related to paid staff ☐ (F) Expenses related to consultants ☐ (G) Expenses related to polling ☐ (H) Expenses related to special events ☐ (I) Expenses related to legal defense fund ☐ (K) Contributions to another candidate, a nonprofit corp., PAC or Recall Committee ☐ (L) Fees for filing declarations of candidacy or acceptances of candidacy ☐ (M) Repayments or forgiveness of loans ☐ (N) Disposal of unspent contributions pursuant to NRS 294A.160 ☐ (O) Other miscellaneous expenses Choose one or more expense categories					
Date of Expense *	mm/dd/yyyy					
Amount of Expense *	\$					
Note: This report can be saved and closed, then re-opened for further changes at any time, up until the time when you formally submit the report.						
Exit Clear All Fields Save and Add Another Save and Exit						

- (I) Legal defense funds
 - (K) Contributions to another candidate, nonprofit corporation, PAC, or recall committee
 - (L) Fees for filing declarations or acceptance of candidacy
 - (M) Repayments or forgiveness of loans
 - (N) Disposal of unspent contributions²
 - (O) Other miscellaneous expenses
- ▶ Once all expenses have been recorded, click "Save and Exit."
 - ▶ Review the Expenses Summary to ensure all data is accurate.

Step 7: Enter Ending Fund Balance

- ▶ Manually enter the Ending Fund Balance, which reflects the campaign bank account balance at the close of the reporting period.

Step 8: Submit the Report

- ▶ Click "Submit." A new page will appear with a red notification stating: "This Report is Not Yet Submitted!" You must declare, under penalty of perjury or oath to God, that the information provided is true and correct.
- ▶ Scroll to the bottom of the page, check the box to agree to terms and conditions, and provide your digital signature.

² NRS 294A.160

- Click "Submit This Report Now." Your C&E report will be submitted through the Aurora Portal.

NRS 225.083 Notice: The Secretary of State is not responsible for the content, completeness or accuracy of any document filed in this office. Customers should periodically review the documents on file in this office to ensure that the documents pertaining to them are complete and accurate.

Pursuant to NRS 239.330, any person who knowingly offers any false or forged instrument for filing in this office is guilty of a category C felony and shall be punished by imprisonment in the state prison for a minimum term of not less than 1 year and a maximum term of not more than 5 years and may be further punished by a fine of not more than \$10,000. Additionally, any person who knowingly offers any false or forged instrument for filing in this office may also be subject to civil liability.

You are declaring, under penalty of perjury or under an oath to God, that the information you are about to submit to the Secretary of State for the State of Nevada is true and correct, and is not submitted for any improper purpose, and that you are authorized to submit the information, and to the best of your knowledge complies with NRS Chapter 294A. You have reviewed the preceding NRS 225.083 Notice. You understand it is unlawful to submit any illegal, unauthorized, fraudulent, forged, deceptive, defamatory, illicit, or improper information, as defined by state and federal law, to the Secretary of State, and agree to indemnify the Secretary of State, and any other parties entitled thereto, for any damages incurred for any unlawful, unauthorized, fraudulent, forged, deceptive, defamatory, illicit, or improper information, as defined by the federal and state law, submitted to the Secretary of State by my use of this electronic filing system. You further understand that you may be subject to criminal (NRS 239.330) and/or civil (NRS 225.084) penalties for submitting any unlawful unauthorized, fraudulent, forged, deceptive, defamatory, illicit, or improper information, as defined by federal and state law. You understand and agree that all information submitted is the property of the Secretary of State, and may be monitored for all lawful purposes. You further understand that during such monitoring, all information, including personal information placed on this system, may be examined, copied, and used for any authorized purpose. By submitting this report you intend to identify yourself as the authorized person signing this document and with the present intent to authenticate your signature as such.

☐ I agree to these Terms & Conditions.

Signature to be displayed on the submitted report

☒ Update my candidate/group record on file with the contact information provided in this report 

Total Vote User Guides

Voter Registration and List Maintenance

This document introduces TotalVote, Nevada's voter registration and election management system, and provides step by step instructions for using the system to perform common voter registration and list maintenance tasks.

 [Statewide Voter Registration and List Maintenance_v1](#)

Managing Addresses

This document provides step-by-step instructions for managing addresses in TotalAddress.

 [Managing Addresses_v7](#)