2015
Indiana
Election Calendar

Election Administrator's Edition

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

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

GENERAL RULES ABOUT USING THIS CALENDAR

DATES IN THIS CALENDAR ARE SUBJECT TO CHANGE BY THE 2015 SESSION OF THE INDIANA GENERAL ASSEMBLY

This publication lists election dates from December 2014 through February 2016. The Indiana Code ("IC") citations included in this publication are current as of October 1, 2014.

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

A legal action required to be taken on a day when **state** offices are closed may be taken on the next following workday. (IC 4-1-2-2)

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

However, this rule does **not apply** to a legal action that is not required to be taken at the office of the circuit court clerk or a political subdivision, such as a meeting or caucus of a political party conducted by a county chairman. These legal actions must be taken no later than the date and time specified, even if the deadline falls on a Saturday, Sunday, or other holiday under IC 1-1-9.

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

In 2015, Indiana voters will elect individuals to serve in the following offices:

1. City offices, such as mayors, members of a city-county council, members of a city common council and city judges, and
2. Town offices, such as town council members, town clerk-treasurers and town judges, except those town offices elected in a general election year, and
3. The Town of Vernon in Jennings County will elect a mayor and other town officials under a special town charter.

CALENDAR DESIGNATIONS

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

ABS Indicates dates associated with absentee ballots.

CFA Indicates dates associated with campaign finance.

CAN Indicates dates associated with candidates.

FORMS

Where applicable, following the Indiana Code citation at the end of a calendar entry is a reference to the relevant Indiana state form. For example: Wednesday, January 7, 2015 is the first day an individual may file a declaration of candidacy for primary nomination. The state form for this filing is the CAN-42 form.

NOTE: IC 3-5-4-8 provides, in relevant part:
"Except as provided in subsection (e) [which concerns certain voter registration forms]… **a person must use the most recent version of the form approved by the [Indiana Election] Commission to comply with [the election law**]…"

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

NOTE: IC 3-5-4-1.7(a) provides:
"Except as otherwise expressly authorized or required under [the Indiana Election Code], a filing by a person with a commission, the election division, or an election board **may not be made by fax or electronic mail**."

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

NOTE: IC 3-5-4-1.9(c) provides:
Except as otherwise provided in this title, the election division, an election board, a circuit court clerk, a county voter registration office, or any other official responsible for receiving a filing under this title may not receive a filing that is offered to be filed after a deadline for the filing provided by this title.

DECEMBER 2014

Monday, December 1, 2014 Voter Registration Begins

First day after the 2014 general election that an individual may register to vote. (IC 3-7-13-10)

DEADLINE for the Indiana election division to send a campaign finance delinquency notice to candidates' committees for a statewide office on the 2014 general election ballot that failed to file a pre-election report on October 28, 2014. (*Transferred from Thursday November 27;* IC 3-9-4-14(a)(2)(A))

First day that a county voter registration office can dispose of voter registration declinations and voter list maintenance program lists received by the county voter registration office on or before December 1, 2012. (IC 3-7-27-6)

First day that the Indiana election division, a county election board, or the Lake County and Tippecanoe boards of elections and registration are not required to retain campaign finance reports filed in those offices for elections in 2010 and previous years, except for judicial offices. (IC 3-9-4-6)

First day that a county election board or the Lake and Tippecanoe County boards of elections and registration is not required to retain campaign finance reports filed in those offices by candidates for local judicial offices elected to a term of six years for elections in 2008. (IC 3-9-4-6)

Tuesday, December 2, 2014

DEADLINE, by noon, for the governor to prepare a commission for a candidate elected to a state office, a judicial office, or for prosecuting attorney. Immediately upon completion of the commission, the governor shall deliver the commission to the Indiana election division and the division will forward the commission to the elected candidate. (IC 3-12-5-8(b)) *(See December 9 for related entry)*

Friday, December 5, 2014

First day that a county voter registration office can cancel the registration of a voter who: (1) did not respond to a duplicate voter registration elimination program postcard mailed in 2012; and (2) did not vote in the 2012 general election, 2014 primary election, or the 2014 general election at the registration address to which the postcard was mailed in 2012. **Counties should only perform this process after updating vote history from the 2014 general election.** (IC 3-7-38.2-15)

Tuesday, December 9, 2014

DEADLINE, for the Indiana election division to forward the commission prepared by the governor for a candidate elected to a state office, a judicial office, or for prosecuting attorney to the candidate at the address set forth in the candidate's declaration of candidacy. (IC 3-12-5-8(b))

Sunday, December 14, 2014

Last day that the proprietor or manager of a residential facility (other than a mental health facility) must retain the list of residents for use by poll takers in the general election. (IC 3-6-11-7)

Saturday, December 20, 2014

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

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

Thursday, December 25, 2014	**CHRISTMAS DAY**
Friday, December 26, 2014	**WASHINGTON'S BIRTHDAY** **Indiana election division closed**

Wednesday, December 31, 2014

CFA End of annual campaign finance reporting period and post-election campaign finance reporting periods for 2014. (IC 3-9-5-6(e); IC 3-9-5-9; IC 3-9-5-10)

A resolution adopted by a county election board to omit the appointment of poll clerks and sheriffs in certain precincts expires. (IC 3-6-6-38)

A resolution adopted by the county election board to locate the polls for a precinct at the polls of an adjoining precinct, using the precinct election board of the adjoining precinct, expires. (IC 3-11-8-4.3)

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

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

Wednesday, December 31, 2014 continued

DEADLINE for a town council in a town which elects all of its town council members in the 2014 general election to determine which incumbent "at large" town council members will serve an additional four year term as "holdover" members under Article 15, Section 3 of the Constitution of the State of Indiana when fewer "at large" members were elected in November 2014 than the number of at large town council seats to be filled. (IC 3-13-9-5.6)

DEADLINE for a county voter registration office to mail a request for transfer of registration affidavit (VRG 4/12) and the original registration of a voter who changed residence to another county in Indiana less than 30 days before the 2014 general election, to the county where the person currently resides as shown in the affidavit. Upon mailing the affidavit and original registration to another county, the registration in the county of the person's former residence shall be canceled. (IC 3-7-43-4)

Term of a school board member elected in the 2010 primary election expires unless the school’s school plan provides otherwise. (IC 3-5-4-11)

JANUARY 2015

Thursday, January 1, 2015 **NEW YEAR'S DAY**
Indiana election division closed

CFA Beginning of 2015 campaign finance reporting periods. (IC 3-9-5-10)

First day of term for an individual elected to the following offices in the 2014 general election: secretary of state, auditor of state and treasurer of state. (IC 3-10-2-7; IC 4-5-1-1; IC 4-7-1-1; IC 4-8.1-2-4).

First day of term for an individual elected as county commissioner, county council member, county assessor, township trustee, township board member, and township assessor elected in the 2014 general election. (IC 36-2-2-3; IC 36-2-3-3; IC 36-6-5-1; IC 36-6-6-2)

First day of term for individuals elected as judge, clerk of the circuit court or other county office commissioned by the governor in the 2014 general election. (IC 3-10-2-11; IC 3-10-2-12; IC 3-10-2-13; IC 36-2-15-2)

Beginning at noon, first day of term for an individual elected as a town council member, town clerk-treasurer or as a judge of a town court in 2014. (IC 36-5-2-3; IC 36-5-6-3; IC 33-10.1-3-1.1)

First day of term of individuals elected as a school board member in the 2014 general election except as otherwise provided in the school corporation's organizational plan. (IC 3-5-4-11; IC 20-23-4-30; 20-23-7-8.1; 20-23-12-8; IC 20-23-14-8; IC 20-23-17-4; IC 20-23-17.2-8; IC 20-25-3-4)

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

First day Indiana election division may discard duplicate copies of federal campaign finance reports filed in 2012. (IC 3-9-4-6 (c); IC 3-9-5-13)

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

First day in a four-year term of Indiana Election Division co-directors. (IC 3-6-4.2-3.2)

Monday, January 5, 2015

DEADLINE for a county voter registration office to complete the updating of voter registration records to indicate that a voter voted at the November 4, 2014 general election. If a recount or contest is being conducted in a county, the county voter registration office must complete the updating of the voter registration records not later than 60 days after completion of the recount or contest. *(Transferred from Saturday, January 3)* (IC 3-10-1-31.2)

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

Wednesday, January 7, 2015

CAN First day an individual may file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for nomination to a city office or a town office, in a town with a population of 3,500 or more, for a major political party at the 2015 municipal primary election. This declaration must be filed in the office of the county election board located in the county that contains the greatest percentage of population of the election district. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; 3-8-2-6; IC 3-8-9-5) **STATE FORMS: CAN-42 (Declaration of Candidacy for Municipal Primary Nomination in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN First day an individual may file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for nomination to a town office, in a town with a population of less than 3,500, that has adopted an ordinance pursuant to IC 3-8-5-2 to nominate major party candidates for town offices in a primary election. The declaration must be filed in the office of the county election board in the county that contains the greatest percentage of population of the town. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; IC 3-8-2-6; IC 3-8-5-2; IC 3-8-9-5) **STATE FORM: CAN-42 (Declaration of Candidacy for Municipal Primary Nomination in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN First day a Democratic Party, Libertarian Party, or Republican Party candidate may file a declaration of candidacy for nomination at town convention for town office. The declaration must be accompanied by a Statement of Economic Interests. (Note: A town under 3,500 in population may pass an ordinance to elect candidates of the Democratic and Republican Parties in a primary election. If so, the forms and dates for filing as a candidate in a primary will apply) (IC 3-8-5-3; IC 3-8-5-10.5; 3-8-5-17; IC 3-8-9-5*)* **STATE FORM: CAN-16 (Town Office Declaration of Candidacy by a Democratic, Libertarian, or Republican Candidate When No Town Primary is Conducted in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN First day a minor party candidate *(other than a Libertarian Party candidate)* or an independent candidate wishing to be placed on the ballot as a candidate for city or town office may file a petition of nomination with a county voter registration office for verification of signatures. The petition of nomination must be accompanied by a Statement of Economic Interests. (IC 3-8-6-10; IC 3-8-9-5*)* **STATE FORM: CAN-44 (Petition of Nomination for City or Town Office in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN First day for a person to file a declaration of intent to be a write-in candidate for a municipal office with a county election board or the Lake and Tippecanoe County boards of elections and registration. The declaration must be accompanied by a Statement of Economic Interests. **There are no write-in candidates in a primary election** and t**he name of a write-in candidate may not be placed on the municipal ballot.** (IC 3-8-2-2.5; 3-8-2-4; 3-8-2-5; IC 3-8-9-5; 3-11-4-15; 3-11-2-11.5) **STATE FORM: CAN-51 (Declaration of Intent to be a Write-in Candidate for City or Town Office in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

Monday, January 12, 2015

DEADLINE for the Indiana general assembly to reconvene for the 2015 regular session. (IC 2-2.1-1-2(d))

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

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

Thursday, January 15, 2015

DEADLINE for the Indiana election division to provide voter registration data from the statewide voter registration list to the Kansas Secretary of State to permit comparison of Indiana's voter registration data with voter registration data from other states. (IC 3-7-38.2-5)

Monday, January 19, 2015 **MARTIN LUTHER KING, JR. DAY**
Indiana election division closed

Wednesday, January 21, 2015

CFA **DEADLINE**, by noon, for all candidate committees, all legislative caucus committees, and all political action committees to file the **2014 annual campaign finance report** with the Indiana election division, a county election board, or the Lake and Tippecanoe County boards of elections and registration. (IC 3-9-5-3; IC 3-9-5-10) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

CFA **DEADLINE**, by noon, for candidates' committees for a statewide office on the 2014 general election ballot to file a **quarterly** campaign finance report with the Indiana election division covering the period from October 21 through December 31, 2014. (IC 3-9-5-6(e)) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

CFA **DEADLINE**, by noon, candidates' committees for a statewide office **not** on the 2014 general election ballot to file a semiannual campaign finance report with the Indiana election division covering the period from July 1 through December 31, 2014. (IC 3-9-5-9) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

Friday, January 30, 2015

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

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

Saturday, January 31, 2015

CAN **DEADLINE** for an individual elected to the office of county commissioner, county council member, county assessor, township trustee, township board member, township assessor, town council member, town clerk-treasurer, town court judge, or school board in the 2014 general election to *take* the individual's oath of office. (IC 5-4-1-1.2)

FEBRUARY 2015

Monday, February 2, 2015

CAN **DEADLINE** for an individual elected to the office of county commissioner, county council member, county assessor, township trustee, township board member, township assessor, town council member, town clerk-treasurer, town court judge, or school board in the 2014 general election to ***file*** the individual's oath of office with the appropriate circuit court clerk. (*Transferred from Saturday, January 31*; IC 5-4-1-1.2)

DEADLINE, for the Indiana election division to file a report with the federal Election Assistance Commission setting forth the combined number of absentee ballots transmitted to military and overseas voters for the November 4, 2014 general election, and the combined number of those ballots returned by military and overseas voters and cast in the election. (IC 3-6-4.2-12)

DEADLINE for the Indiana election division to request information from the federal district courts in Indiana concerning jury selection mailings. (*Transferred from Saturday, January 31*; IC 3-7-38.2-16)

Friday, February 6, 2015

CAN **DEADLINE**, by noon, for an individual to file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for nomination to a city office or a town office, in a town with a population of 3,500 or more, for a major political party at the 2015 municipal primary election. This declaration must be filed in the office of the county election board located in the county that contains the greatest percentage of population of the election district. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; 3-8-2-6; IC 3-8-9-5) **STATE FORMS: CAN-42 (Declaration of Candidacy for Municipal Primary Nomination in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN **DEADLINE**, by noon, for an individual to file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for nomination to a town office, in a town with a population of less than 3,500, that has adopted an ordinance pursuant to IC 3-8-5-2 to nominate major party candidates for town offices in the primary election. The declaration must be filed in the office of the county election board in the county that contains the greatest percentage of population of the town. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; IC 3-8-2-6; IC 3-8-5-2; IC 3-8-9-5) **STATE FORM: CAN-42 (Declaration of Candidacy for Municipal Primary Nomination in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

Monday, February 9, 2015

CAN **DEADLINE,** by noon, for an individual to withdraw a declaration of candidacy for the primary election. (IC 3-8-2-20) **STATE FORM: CAN-43 (Municipal Primary Election Candidate Withdrawal in 2015)**

Friday, February 13, 2015

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

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

Tuesday, February 17, 2015

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

Wednesday, February 18, 2015

DEADLINE for the Lake County board of elections and registration to notify candidates whose place on the primary election ballot will be determined by the ballot lottery to be conducted by the board of the time and place where the public lottery will be conducted if the lottery is conducted on February 23 (transferred from Saturday, February 21) the last date permitted by state law. Otherwise candidates are required to be notified at least 5 days prior to when the lottery is actually conducted. (IC 3-10-1-18)

Friday, February 20, 2015

DEADLINE by noon, for a local public question to be certified to the circuit court clerk or the Lake and Tippecanoe County boards of elections and registration for placement on the primary election ballot. (IC 3-10-9-3)

CFA **DEADLINE,** by noon, for the Indiana election division, a county election board, or the Lake and Tippecanoe County boards of elections and registration to determine if a candidate who has filed a declaration of candidacy for the primary election has filed a campaign finance statement of organization for the candidate's committee. (IC 3-8-1-1.6)

Monday, February 23, 2015

CAN **DEADLINE** for the Lake County board of elections and registration to conduct a public lottery to determine the random placement of candidates on the primary election ballot *(other than candidates for precinct committeeman and state convention delegate)*. (*Transferred from Saturday, February 21;* IC 3-10-1-18)

Tuesday, February 24, 2015

First day that the proprietor or manager of a residential facility *(other than a mental health facility)* must maintain a list of residents for use by poll takers in the primary election. (IC 3-6-11-5)

Thursday, February 26, 2015

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

MARCH 2015

Monday, March 2, 2015

CFA **DEADLINE**, by noon, for all **regular party committees** to file the **2014 annual campaign finance report** with the Indiana election division, a county election board, or the Lake and Tippecanoe County boards of elections and registration. (*Transferred from Sunday, March 1;* IC 3-9-5-10) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

First day of the period that the county voter registration office must begin providing a report containing information regarding all voter registration applications received by the county voter registration office after this date and ending 29 days before the primary election. The report must be forwarded within 48 hours after the entry of the registration application into the Statewide Voter Registration System. The report must be provided, upon request, to a major party county chairman or other party chairman or an independent candidate's committee if the independent candidate is on the ballot. (*Transferred from Sunday, March 1*; IC 3-7-28-2; IC 3-7-28-3; IC 3-7-28-4) *See March 6 for regarding a report of all registration applications prior to March 2, 2015.*

Municipal election for Mayor, Town Councilmen, Town Marshal and Town Clerk-Treasurer in the Town of Vernon, Jennings County, to be held under authority of special state charter issued under the 1816 Indiana Constitution. Polls open at 11:00 a.m. and close at 4:00 p.m. (Local Acts 1851 c.1, s.3 and 5, as amended by Acts 1885, c.42, s.1, and Acts 1895, c.59, s.1)

Tuesday, March 3, 2015

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

Thursday, March 5, 2015

DEADLINE for the county election board or the Lake and Tippecanoe County boards of elections and registration to file an order adopting a vote center plan with the Indiana election division for the order to be effective for the May 5, 2015 primary election. An order filed after this date and before the primary election becomes effective on the day following the primary election. (IC 3-11-18.1-8)

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

Thursday, March 5, 2015 (continued)

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

Friday, March 6, 2015

ABS **DEADLINE** for a county election board or the Lake and Tippecanoe County boards of elections and registration to adopt a resolution providing for the central count of absentee ballots within the county before the primary election. (IC 3-11.5-5-1; IC 3-11.5-6-1)

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

DEADLINE for a county voter registration office to transmit a report containing information regarding all voter registration applications received by the county voter registration office to a major party county chairman (and on request to other chairmen or independent candidates on the ballot) showing all original registrations and transfers that occurred during the part of the registration period ending March 1, 2015. (IC 3-7-28-2; IC 3-7-28-3)

Saturday, March 7, 2015

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

Monday, March 16, 2015

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

Last day a proprietor or manager of a residential facility *(other than a mental health facility)* must maintain a list of residents for use by poll takers in the primary election. (IC 3-6-11-5)

Saturday, March 21, 2015

ABS **DEADLINE** for a county election board or the Lake and Tippecanoe County boards of elections and registration to mail primary election absentee ballots to voters who previously filed an absentee ballot application to vote by mail with the circuit court clerk or the Lake and Tippecanoe County boards of elections and registration. After this date, the county election board or Lake and Tippecanoe County boards of elections and registration must mail primary election ballots to qualified voters on the same day that the voter's application is received. The requirement that absentee ballots be mailed on the same day that the absentee ballot application is received does not apply to absentee ballot applications that have been challenged or are in pending status. (IC 3-11-4-18) If the absentee ballot application submitted by an absent uniformed services voter or an overseas voter is denied, the county election board shall provide written notice to the voter not later than forty-eight (48) hours stating the reasons for the denial to the voter. (IC 3-11-4-17.5)

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

Monday, March 30, 2015

ABS **DEADLINE**, by noon, for a county election board or the Lake County and Tippecanoe County boards of elections and registration to notify each major party county chairman of the number of absentee voter boards (and absentee ballot counters and teams of couriers for counties that count absentee ballots at a central location unless the county uses electronic poll lists*)* to be appointed. Absentee ballot couriers are not necessary in counties that count absentee ballots at a central location that use electronic poll books. (*Transferred from Saturday, March 28*; IC 3-11-10-37; IC 3-11.5-4-22; IC 3-11.5-4-23)

APRIL 2015

Friday, April 3, 2015 **Good Friday**
Indiana Election Division Closed

Sunday, April 5, 2015

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

Monday, April 6, 2015 **VOTER REGISTRATION ENDS**

DEADLINE, at close of business, for an individual to hand deliver a voter registration application to the county voter registration office so that the voter can be registered for the primary election. (IC 3-7-13-10; IC 3-7-13-11)

DEADLINE, 5:00 p.m., for individual to hand deliver a voter registration application to the Indiana Election Division for transmittal to the appropriate county voter registration office so that the voter can be registered for the primary election. (IC 3-7-33-3.7)

DEADLINE, for an individual mailing a registration application to a county voter registration office or the Indiana election division to deposit the registration application in the mail so that the mail is postmarked no later than today's date *(and later delivered)* by the United States Postal Service so that the voter can be registered for the primary election. (IC 3-7-33-3.7; IC 3-7-33-4)

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

DEADLINE, at close of business, for a bureau of motor vehicles license branch or other "full service" voter registration agency, for an individual to submit an application for voter registration at the license branch or full service agency. (IC 3-7-33-3)

DEADLINE, for the county commissioners, the Mayor of Indianapolis, the Lake County and the Tippecanoe County boards of elections and registration to designate polling places for each precinct in the county. (IC 3-11-8-3.1)

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

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

Monday, April 6, 2015 (continued)

An individual filing a civil action alleging a violation of NVRA is not required to provide notice of the violation to the co-directors of the Indiana election division if the violation occurs on or after this date and no later than the May 5, 2015 primary election. (IC 3-7-11-14)

ABS **DEADLINE,** by noon for a county chairman to make a written recommendation to the county election board for appointments to absentee voter boards (and absentee ballot counters and teams of couriers for counties that count absentee ballots at a central location unless the county has adopted the use of electronic poll books*)*. If a county chairman fails to make a recommendation, then the county election board or the Lake and Tippecanoe County boards of elections and registration may appoint any voter of the county. Absentee ballot couriers are not necessary in counties that count absentee ballots at a central location and use electronic poll books. (*Transferred from Saturday, April 4;* IC 3-11-10-37; IC 3-11.5-4-22; IC 3-11.5-4-23)

Tuesday, April 7, 2015

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

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

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

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

Friday, April 10, 2015

CFA End of the pre-primary campaign finance reporting period. (IC 3-9-5-6) Report is due April 17, 2015 *(see entry below).* (IC 3-9-5-7)

Saturday, April 11, 2015

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

CFA First day of the **pre-primary supplemental campaign finance reporting period**. If a candidate on the 2015 primary ballot receives contributions from a person that total $1,000 or more on or after this date and before Sunday May 3, 2015 at 6:00 a.m., the candidate must file a pre-primary supplemental campaign finance report with the county election board or the Lake and Tippecanoe County boards of elections and registration no later than 48 hours after receiving the contribution. This report may be filed by FAX. (IC 3-9-5-20.1) **STATE FORM: CFA-11 (Supplemental "Large Contribution" Report by a Candidate's Committee ($1,000 Contributions or More))**

Monday, April 13, 2015

DEADLINE, for a county voter registration office or the Indiana election division to receive a "mail in" registration application with a missing or illegible postmark and process the application for the primary election. (IC 3-7-33-4; IC 3-7-33-3.7)

Tuesday, April 14, 2015

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

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

Friday, April 17, 2015

CFA **DEADLINE**, by noon, for a candidate's committee for a candidate in the 2015 primary election, all political action committees, and all regular party committees, to file a **pre-primary campaign finance report** with the Indiana Election Division, a county election board, or the Lake and Tippecanoe County boards of elections and registration. This deadline applies whether the report was hand delivered, sent by U.S. mail, or otherwise delivered to the division or board. *NOTE: See definition of "filing" in IC 3-5-2-24.5.* If a municipal primary is not conducted in the municipality by one or more parties authorized to conduct a primary, a candidate's committee must file a report as if the primary were being conducted. (IC 3-9-5-3; 3-9-5-4; 3-9-5-7; 3-9-5-9) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

Sunday, April 19, 2015

DEADLINE for counties that use a ballot card voting system to publish at least 48 hours notice of the required public test of the system if the county has scheduled a public test of system on April 21, 2015, the last day permitted under statute. (IC 3-11-13-22)

DEADLINE for counties that use an electronic voting system (DRE), to publish at least 48 hours notice of the required public test of the system if the county has scheduled a public test of the system on April 21, 2015, the last day permitted under statute. (IC 3-11-14.5-2)

Tuesday, April 21, 2015

DEADLINE for a county election board or the Lake and Tippecanoe County boards of elections and registration to conduct a public test of the ballot card voting systems to be used in the primary election. The public test must ascertain whether the machines will correctly count votes cast for all candidates and on all public questions. The board must file an **IEC-10 form with the Indiana election division** certifying the performance of the public test not later than 7 days after the test. (IC 3-11-13-22; 3-11-13-23(b)). **NOTE: IF THE PUBLIC TEST IS NOT PERFORMED, THE BALLOT CARDS MUST BE TABULATED BY HAND. STATE FORM: IEC-10 (Certification of Test of Automatic Tabulating Equipment)**

DEADLINE for a county election board or the Lake and Tippecanoe County boards of elections and registration to conduct a public test of an electronic voting system to be used in the primary election by randomly selecting at least three (3) precincts within the county and testing the voting system units to be used at those precincts on election day. Each voting system shall be tested to ascertain that the system will correctly count the votes cast for all candidates and on all public questions in the selected precincts and the tests must include a visual inspection of the voting unit and ballot label, entry of a pre-audited group of ballots marked so as to record a predetermined number of valid votes, and an attempted to overvote ballots to test the ability of the electronic voting system to reject overvotes. The board must file an **IEC-9 form with the Indiana election division** certifying the performance of the public test not later than 7 days after the test. (IC 3-11-14.5-1; 3-11-14.5-5). **STATE FORM: IEC-9 (Certification of Test of Electronic Voting System)**

Thursday, April 23, 2015

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

Saturday, April 25, 2015

ABS The office of the circuit court clerk or Lake and Tippecanoe County boards of elections and registration must be open for at least seven (7) hours to permit absentee voting. A county election board in each county may a adopt a resolution, by unanimous vote of the board's entire membership and supported by specific findings of fact, stating that voters are entitled to vote by absentee ballot before an absentee voter board in the office of the circuit court clerk or town election board during specific days and hours identified in the resolution. (IC 3-11-10-26; IC 3-11-10-26.5)

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

DEADLINE, for a county election board or the Lake and Tippecanoe County boards of elections and registration to publish a list of candidates and offices to be voted upon at the primary election, including the party designations*;* names and addresses of candidates; the text of any public question to be placed on the ballot; the date of the primary election; and the hours during which the polls will be open. County must also file notice with Indiana Election Division. (IC 3-8-2-19; IC 5-3-1-2) **STATE FORM: CAN-9 (Legal Notice of Primary Election)**

DEADLINE, for the county commissioners, the Mayor of Indianapolis, or the Lake and Tippecanoe County boards of elections and registration to publish notice of the place of voting for each precinct. (IC 3-11-8-3.2; IC 5-3-1-4)

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

DEADLINE, in a county using a ballot card voting system where all ballots will be counted at a central location rather than at the polls, for the county election board or the Lake and Tippecanoe County boards of elections and registration to designate a central location for the processing of ballot cards. (IC 3-12-3-2.5)

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

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

Monday, April 27, 2015

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

ABS **DEADLINE** for a circuit court clerk or the Lake and Tippecanoe County boards of elections and registration to receive an absentee application to vote by mail from an absent uniformed services voter or overseas voter in order to count the special federal write-in absentee ballot submitted by the voter by mail. (IC 3-12-2-7.5; 52 U.S.C. § 20303) **STATE FORM: ABS-15 (Absentee Ballot Application for Military and Overseas Voters)**

DEADLINE, for a county voter registration office to receive a registration application from an absent uniformed services voter or an overseas voter for processing before the primary election. (IC 3-7-36-10)

DEADLINE, by noon, for a county election board or the Lake and Tippecanoe County boards of elections and registration to file a copy of the notice of the primary election with the Indiana election division and in the minutes of the board. (IC 3-8-2-19; *Transferred from Saturday, April 25*) **STATE FORM: CAN-9 (Legal Notice of Primary Election)**

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

Tuesday, April 28, 2015

DEADLINE for a county election board or the Lake and Tippecanoe County boards of elections and registration to certify to the Indiana election division that a public test of an optical scan ballot card voting system or an electronic voting system to be used at the primary election has been conducted in conformity with state law if that test was performed on the last day it could be performed on April 21. (IC 3-11-13-22(a); IC 3-11-14.5-9) **STATE FORMS: IEC-9 (DRE) (Certification of Test of Electronic Voting System); IEC-10 (optical scan) (Certification of Test of Automatic Tabulating Equipment)**

Wednesday, April 30, 2015

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

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

MAY 2015

Saturday, May 2, 2015

ABS The office of the circuit court clerk or Lake and Tippecanoe County boards of elections and registration must be open for at least seven (7) hours to permit absentee voting. A county election board in each county may a adopt a resolution, by unanimous vote of the board's entire membership and supported by specific findings of fact, stating that voters are entitled to vote by absentee ballot before an absentee voter board in the office of the circuit court clerk or town election board during specific days and hours identified in the resolution. IC 3-11-10-26; IC 3-11-10-26.5)

DEADLINE, for the county executive or Mayor of Indianapolis to change the polling place for a precinct in the county. However, if the county election board or Lake and Tippecanoe County boards of elections and registration determines by a unanimous vote that the use of a polling place at an election would be dangerous or impossible, the board may order the relocation of the polling place after this date. The board shall give the best possible notice of the change to news media and the voters of the precinct. (IC 3-11-8-3.2)

First day an inspector or other authorized member of the precinct election board may pick up ballots and election supplies for the inspector's precinct. (IC 3-11-3-10)

Sunday, May 3, 2015

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

DEADLINE for a precinct inspector or other authorized member of the precinct election board to pick up ballots and election supplies for the inspector's precinct. (IC 3-11-3-10)

DEADLINE, in an **absentee ballot central count county**, for the circuit court clerk or the Lake and Tippecanoe County boards of election and registration to provide a certificate to inspectors identifying the names of the voters: (1) to whom absentee ballots were sent or who marked ballots in person; and (2) whose ballots have been received by the county election board under IC 3-11-10. (IC 3-11.5-4-1)

Monday, May 4, 2015

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

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

ABS **DEADLINE**, by noon, for the circuit court clerk or Lake and Tippecanoe County boards of elections and registration to receive an absentee ballot application from an absent uniform services voter or overseas voter who requests to vote an absentee ballot by fax or email. *(Note: These voters may send their absentee ballot applications to the county by mail,* ***e-mail, or fax****)* (IC 3-11-4-3(2)) **STATE FORM: ABS-15 (Absentee Ballot Application for Military and Overseas Voters)**

ABS **DEADLINE**, by midnight, for a confined voter, a voter caring for a confined person, or a voter with disabilities to vote an absentee ballot before an absentee voter board at the voter's place of confinement. (IC 3-11-10-25)

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

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

Monday, May 4, 2015 continued

DEADLINE, by 6 p.m., for a county election board or the Lake and Tippecanoe County boards of elections and registrations to deliver the voting system and equipment to each polling place. In precincts using computerized electronic voting systems, the county election board shall have the system put in order, set and adjusted, and ready for use in voting. (IC 3-11-11-1.8; 3-11-13-6; 3-11-14-13)

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

Each full service license branch must remain open from 8:30 a.m. local time until 8:00 p.m. local time, solely for the purpose of issuing driver's licenses and state identification cards. (IC 9-16-1-7)

DEADLINE, by noon, for the county chairmen of the two major political parties to make a written recommendation to the county election board for the appointment of individuals as provisional ballot counters. If a county chairman fails to make a nomination, the county election board may appoint any voter of the county. (Transferred *from Saturday, May 2;* IC 3-11.7-3-4; 3-11.7-4-5)

PRIMARY ELECTION DAY- MAY 5, 2015 (IC 3-10-1-3)

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

In a precinct using an electronic voting system, each precinct election board must: (1) compare the ballot label on each electronic voting system with the sample ballot to see that it is correct; (2) see that the system records zero (0) votes for each candidate and on each public question; and (3) see that the system is otherwise in perfect order before the polls open. The board then shall certify that the ballot labels and the sample ballots are in agreement. (IC 3-11-14-13; IC 3-11-14-17)

In a precinct using an optical scan ballot card voting system, the precinct election board must (1) compare the ballot cards used in the marking device with the sample ballots furnished and determine whether the names, numbers, and letters are in agreement; (2) see that the system records zero (0) votes for each candidate and on each public question; and (3) see that the system is otherwise in perfect order before the polls open. (IC 3-11-13-27)

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

The precinct election board shall post sample ballots near the entrance to the polls on election day and see that they are available to public inspection throughout the day. (IC 3-11-11-1.9; IC 3-11-13-10; IC 3-11-14-5)

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

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

Each full service license branch must remain open from 6:00 a.m. local time until 6:00 p.m. local time, solely for the purpose of issuing driver's licenses and state identification cards. (IC 9-16-1-7)

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

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

Tuesday, May 5, 2015 continued

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

DEADLINE, by noon, in a county that counts absentee ballots at a central location, for the clerk (or clerk's agent) to visit the post office to receive voted absentee ballots. In general, absentee ballots received after noon are considered as arriving as too late and may not be counted. (IC 3-11.5-4-3; IC 3-11.5-4-7; IC 3-11.5-4-10; IC 3-12-1-17) *Note: This deadline does not apply to an absentee ballot mailed by an overseas voter. See entry for May 15, 2015.*

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

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

DEADLINE, by 5 p.m., in a county that counts absentee ballots at a central location, for the county election board or the Lake and Tippecanoe County boards of elections and registration to issue a certificate to a voter whose absentee ballot has been rejected, to permit that voter to vote at the precinct if otherwise qualified to do so. (IC 3-11.5-4-13)

In a county that counts absentee ballots at the precinct, except absentee ballots cast on an electronic voting system, the circuit court clerk or Lake and Tippecanoe County boards of elections and registration must visit the appropriate post office to accept delivery of absentee ballots at the latest possible time to permit delivery to the precincts before 6 p.m. with sufficient time to enable the precinct election board to vote the ballots during the time the polls are open. (IC 3-11-10-11; IC 3-11-10-12)

In a county that counts absentee ballots at the precinct, the circuit court clerk or Lake and Tippecanoe County boards of elections must deliver a certified list of persons who have submitted residency confirmation documentation and are entitled to have the voter's absentee ballot counted if the ballot otherwise complies with law. (IC 3-11-10-12)

Tuesday, May 5, 2015 continued

DEADLINE, by 3 p.m., in a county that counts absentee ballots at the precinct, for a county election board to receive notification from the county voter registration office that a voter who returned an absentee ballot, and is required to submit additional residency confirmation documents, filed the documents with the county voter registration office after the preparation of the poll list and, as a result, are entitled to have the absentee ballot counted if the ballot otherwise complies with law. The county election board must transmit a supplemental certified list of such voters to the appropriate precinct election board or attempt to notify the board regarding the content of the list. (IC 3-11-10-12)

DEADLINE, before the close of polls, in a county that counts all absentee ballots at the precinct except for absentee ballots cast on an electronic voting system, for the circuit court clerk or Lake and Tippecanoe County boards of elections and registration to certify a list of absentee voters who cast their absentee ballot on an electronic voting system to the appropriate precinct election board at the same time the county election board delivers other absentee ballots to the precinct. The precinct judges shall mark the poll list to indicate that each voter on the list sent by the county election board has voted by absentee ballot, note on the list any voter on the list that has already voted at the precinct, and return the list to the county election board with the precinct's other election materials. The county election board shall count the absentee ballots cast on an electronic voting system pursuant to the procedures in IC 3-11.5 for counting absentee ballots at a central location. (IC 3-11-10-12.5)

DEADLINE, before close of polls, in a county that counts absentee ballots at the precinct except those absentee ballots cast on an electronic voting system, for the inspector to check the precinct poll list and any later certification from the county election board to determine whether an absentee voter has met the residency confirmation documentation requirement. If the voter has met the documentation requirement, then the absentee ballot is processed as an absentee ballot at the polls. If not, and the absentee ballot is otherwise valid, then the voter's absentee ballot is marked as a provisional ballot and returned to the county election board and processed as a provisional ballot. (IC 3-11-10-16.5)

DEADLINE, 6 p.m., in a county that counts absentee ballots at the precinct, for the county election board to deliver all absentee ballots, except those absentee ballots cast on an electronic voting system, to the appropriate polling place in sufficient time to enable the precinct election board to vote the ballots while the polls are still open. (IC 3-11-10-12) *Note: This deadline does not apply to an absentee ballot mailed by an overseas voter. See entry for May 15, 2015.*

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

DEADLINE, by 6 p.m., for a voter who voted a provisional ballot at the polls because the voter failed to provide required additional residency confirmation documentation prior to voting for the voter to file a copy of the required additional residency confirmation documentation with the county voter registration office for the ballot to be counted. (IC 3-11-8-25; IC 3-11-8-25.2; IC 3-11.7-5-2(c))

Tuesday, May 5, 2015 continued

DEADLINE, by 6 p.m., for the county election board or the Lake and Tippecanoe County boards of elections and registration to convene in the room provided for the board to canvass votes and declare results of the election. (IC 3-12-4-6) *(Note: The deadline for declaring the results of the election does not apply to the board's determination of whether to count provisional ballots. See entry for May 15, 2015)*

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

In a precinct using an electronic voting system, the inspector must announce after the close of the polls and the tabulation of votes that the printout of precinct results is available for inspection by precinct election officials and watchers. (IC 3-12-3.5-2). The inspector shall announce the total number of votes cast on all electronic voting systems located within the polling place, including any absentee ballots, to determine if the total number of votes cast on the electronic voting systems differs from the number of voters shown to have received a ballot at the polls, or returned an absentee ballot, according to the poll lists. If the number of ballots received at the polls and returned as absentee ballots differs by more than five (5), then the inspector and judge of the opposite party shall report this fact in writing when the inspector and judge return the precinct poll list to the county election board (IC 3-12-3.5-8 [New])

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

DEADLINE, by midnight, for the inspector and judge of the opposite political party to deliver to the county election board or Lake and Tippecanoe County boards of elections and registration certification of the vote count and other election materials. (IC 3-12-2-7; 3-12-3-10; 3-12-3.5-4)

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

Wednesday, May 6, 2015

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

Effective date of an order adopted on or after March 6, 2015, by the board of commissioners of a county to establish a board of registration to administer voter registration within the county, rescinding a previously adopted order to establish a board of registration, or abolishing a board of registration previously established by state law (IC 3-12-7-3) before that law was repealed. (IC 3-7-12-5; IC 3-7-12-5.5)

Friday, May 8, 2015

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

Sunday, May 10, 2015

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

Tuesday, May 12, 2015

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

Friday, May 15, 2015

DEADLINE, by noon, for a voter who voted a provisional ballot because the voter was unable or declined to present a photo identification to produce photo identification to the county election board or circuit court clerk and sign an affidavit indicating that the voter is the same person who cast the provisional ballot on election day to satisfy the photo identification requirement. The voter may also satisfy the photo identification requirement by appearing at the office of the county election board or circuit court clerk and signing an affidavit indicating that the voter is the same person who cast the provisional ballot on election day and that the voter cannot obtain photo identification because the voter is either: a) indigent and unable to obtain a photo identification without the payment of a fee; or b) has a religious objection to being photographed. (IC 3-11.7-5-1; 3-11.7-5-2.5) **STATE FORM: PRO-11 (Affidavit of Challenged Voter Concerning Proof of Identification Requirement in a Municipal Election)**

ABS **DEADLINE,** by noon, for a county election board or the Lake and Tippecanoe County boards of elections to receive an absentee ballot cast by mail from an overseas voter. The absentee ballot is not considered to be arriving too late if the absentee ballot envelope is postmarked no later than primary election day (May 5, 2015) and the board, by unanimous vote of its entire membership, determines that the postmark date complies with this requirement. If the board is unable to determine the postmark date, the absentee ballot may not be counted. (IC 3-12-1-17).

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

Monday, May 18, 2015

DEADLINE, by noon, for the county election board and Lake and Tippecanoe County boards of elections and registration to certify the election results for each candidate and on each public question in the primary in a statement prepared by the circuit court clerk. (IC 3-10-6-8; IC 3-10-1-32; IC 3-12-4-9)

DEADLINE, by noon, in a county using electronic voting systems, for the county election board to certify the results of the audit conducted by the board when a discrepancy of five (5) votes or more is reported between the number of ballots received at the polls and returned as absentee ballots and the total number of voters shown on the poll lists. (*Transferred from Sunday, May 17;* IC 3-12-3.5-8 [New])

CFA **DEADLINE** for the county election board, or the Lake and Tippecanoe County boards of elections and registration to send a campaign finance delinquency notice to a person who failed to file a pre-primary campaign finance report. (*Transferred from Sunday, May 17;* IC 3-9-4-14(a)(2)(A))

Tuesday, May 19, 2015 VOTER REGISTRATION BEGINS

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

ABS First day a circuit court clerk or the Lake and Tippecanoe County boards of elections and registration may receive an absentee ballot application from a voter for the municipal election. (IC 3-11-4-3(a); IC 3-11-4-6(b)) **STATE FORMS ABS-MAIL, ABS-TRAVELING BOARD, ABS-IN PERSON; ABS-ATTORNEY GENERAL; ABS-15 (Absentee Ballot Application for Military and Overseas Voters)**

DEADLINE, by noon, for a candidate for nomination to a local office to file a verified petition for a recount or contest of the primary election with the appropriate circuit court clerk. (IC 3-12-6-2; IC 3-12-8-5) *See also Friday, May 22 deadline for a county chairman to file a petition.* (IC 3-12-6-2)

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

ABS First day that a county election board or the Lake and Tippecanoe County boards of elections and registration may adopt a resolution providing for the central count of absentee ballots within the county after the primary. (IC 3-11.5-5-1; 3-11.5-6-1)

DEADLINE, for a county election board or the Lake and Tippecanoe County boards of elections and registration to postmark, hand-deliver, or transmit using the computerized list under IC 3-7-26.3 (Statewide Voter Registration System), a post-election report concerning the primary election to the Indiana election division. (IC 3-6-5-17, 3-6-5-17.5) **STATE FORM: CEB-9 (County Election Report)**

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

Friday, May 22, 2015

DEADLINE, by noon, prevailing time, for the county chairman of a candidate for nomination to a local office to file a verified petition for a recount or contest of the primary election with the appropriate circuit court clerk if a candidate has not previously filed a recount or contest petition. (IC 3-12-6-2; 3-12-8-5)

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

First day, after noon, that unused ballots from the primary election may be destroyed. One unused ballot must be retained by the county election board or the Lake and Tippecanoe County boards of elections and registration for the board's records. (IC 3-11-3-31)

Monday, May 25, 2015 **MEMORIAL DAY**
Indiana election division closed.

Tuesday, May 26, 2015

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

JUNE 2015

Monday, June 1, 2015

DEADLINE, for the board of commissioners of a county to adopt an ordinance scheduling the initial election of town officials in a newly incorporated town to be conducted on the same date as the November 3, 2015 municipal election. (IC 3-11-4-15; 36-5-1-10.1)

Thursday, June 4, 2015

DEADLINE for county auditor to certify the amount of reimbursement due from each municipality whose primary election was conducted by the county election board. The county election board shall calculate the apportionment of costs among municipalities for the county auditor. The municipality's fiscal body shall make the necessary appropriation to reimburse the county not later than December 31. (IC 3-5-3-7) **STATE FORM: CEB-34 (Apportionment of Municipal Primary Costs)**

Sunday, June 14, 2015

Last day the proprietor or manager of a residential facility *(other than a mental health facility)* must maintain a list of residents for use by poll takers in the primary election. (IC 3-6-11-7)

Thursday, June 18, 2015

DEADLINE for a county voter registration office to mail the request for transfer of registration affidavits executed by persons who changed residence to another county in Indiana within 30 days before the 2015 primary election to the county where the person now resides. (IC 3-7-43-4)

Saturday, June 20, 2015

CAN **DEADLINE** to send a notice by first class mail to precinct committeemen concerning a caucus to be held June 30, 2015 to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for nomination to a municipal office. (IC 3-13-1-9(5)) **STATE FORM: CAN-47 (Call of Party Caucus to Fill an Early Ballot Vacancy for a City or Town Office)**

Monday, June 22, 2015

CAN **DEADLINE**, by noon, to file with the circuit court clerk or Lake and Tippecanoe County board of elections and registration a copy of the notice sent to precinct committeemen concerning a caucus to be held June 30, 2015 to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for a nomination to a municipal office. (*Transferred from Saturday, June 20;* IC 3-13-1-9(6); IC 3-5-4-1) **STATE FORM: CAN-47 (Call of Party Caucus to Fill an Early Ballot Vacancy for a City or Town Office)**

Monday, June 22, 2015 continued

DEADLINE, by noon, for state chairman of the Libertarian Party to file a notice of intent to fill a ballot vacancy with the circuit court clerk or Lake and Tippecanoe County board of elections and registration 10 days in advance of filling a ballot vacancy on June 30, 2015, for an office nominated by the Libertarian Party at a city convention or a town convention in a town having a population of 3,500 or more. (*Transferred from Saturday, June 20;* IC 3-13-1-20; IC 3-10-6-12) **STATE FORM: None.**

Friday, June 26, 2015

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

Saturday, June 27, 2015

CAN **DEADLINE** to file a declaration of candidacy with the chairman of the caucus for selection by a caucus at least 72 hours before a caucus scheduled to be held June 30, 2015 to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for a nomination to a municipal office. (*IC* 3-13-1-10.5(a))

Monday, June 29, 2015

CAN **DEADLINE**, by noon, to file a declaration of candidacy with the with the circuit court clerk or Lake and Tippecanoe County board of elections and registration for selection by a caucus at least 72 hours before a caucus scheduled to be held June 30, 2015 to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for a nomination to a municipal office. *[NOTE: A copy of the declaration of candidacy must also be filed with the chairman of the caucus at least 72 hours before the time set for the beginning of the caucus.]* (*Transferred from Saturday, June 27;* IC 3-13-1-10.5(a); IC 3-5-4-1) **STATE FORM: CAN-48 (Declaration of Candidacy and Written Consent to Fill a Ballot Vacancy for a City or Town Office in 2015)**

Tuesday, June 30, 2015

CAN **DEADLINE**, by noon, for the Democratic or Republican Party to conduct a political party caucus *(or to use another selection procedure authorized by state law)* to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for a nomination to a municipal office. (IC 3-13-1-2; IC 3-13-1-7)

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

CAN **DEADLINE**, by noon, for the state committee of the Libertarian Party to fill a vacancy existing on the municipal election ballot resulting from a vacancy for an office nominated by that party at city convention or a town convention in a town having a population of 3,500 or more. (IC 3-13-1-20; IC 3-10-6-12)

Tuesday, June 30, 2015 continued

CAN **DEADLINE**, by noon, to file a petition of nomination with the appropriate county voter registration office for verification of the signatures in order to place an independent candidate or a minor party candidate *(other than a Libertarian Party candidate)* on the ballot for election in the 2015 municipal election. (IC 3-8-6-12) **STATE FORMS: CAN-44 (Petition of Nomination for a City or Town Office in 2015); CAN-45 (Consent of Independent or Minor Political Party Candidate Nominated by Petition for a City or Town Office in 2015)**

CFA End of semi-annual campaign finance reporting period for a candidate's committee of a candidate for statewide office *(Governor, Lieutenant Governor, Secretary of State, Auditor of State, Treasurer of State, Attorney General, and Superintendent of Public Instruction)*. (IC 3-9-5-9)

JULY 2015

Wednesday, July 1, 2015

CFA **Beginning** of semiannual reporting period for a candidate's committee of a candidate for statewide office *(Governor, Lieutenant Governor, Secretary of State, Auditor of State, Treasurer of State, Attorney General, and Superintendent of Public Instruction)*. (IC 3-9-5-6(e))

Terms of two members of Indiana election commission expire. (IC 3-6-4.1-3)

Friday, July 3, 2015 **INDEPENDENCE DAY (observed)**
Indiana election division closed

Monday, July 6, 2015

CAN **DEADLINE,** by noon, for a person to file a declaration of intent to be a write-in candidate for a municipal office with a county election board or the Lake and Tippecanoe County boards of elections and registration. The candidate's declaration of candidacy must be accompanied by a Statement of Economic Interests. The name of a write-in candidate may **not** be placed on the municipal election ballot. (*Transferred from Friday, July 3;* IC 3-8-2-2.5; IC 3-8-2-4; IC 3-8-2-6; 3-11-2-11.5; IC 3-8-9-5) **STATE FORM: CAN-51 (Declaration of Intent to be a Write-In Candidate for City or Town Office in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN **DEADLINE**, by noon, for the Democratic or Republican Party to file a certificate of selection with the circuit court clerk or Lake and Tippecanoe County boards of elections and registration to fill a vacancy existing on the municipal election ballot resulting from a vacancy on the primary election ballot for a nomination to a municipal office. The candidate's Statement of Economic Interests must be filed no later than the date the certificate of selection is filed. (*Transferred from Friday, July 3;* IC 3-13-1-2; IC 3-13-1-7(b); IC 3-13-1-15; IC 3-8-9-5) **STATE FORM: CAN-49 (Certificate of Candidate Selection to Fill an Early Ballot Vacancy for a City or Town Office in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

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

Monday, July 6, 2015 continued

CAN **DEADLINE**, by noon, for the state committee of the Libertarian Party to file a certificate of selection to fill a vacancy existing on the municipal election ballot resulting from a vacancy for an office for that party after a city convention or a town convention in a town having a population of 3,500 or more. The candidate's Statement of Economic Interests must be filed no later than the date the certificate of selection is filed. (*Transferred from Friday, July 3;* IC 3-13-1-20; IC 3-8-9-5) **STATE FORM: CAN-22 (Party Chairman Certification of Libertarian Party Nominees for County and Large Town Offices and Candidate's Consent to Nomination); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN **DEADLINE**, by noon, for the state chairman of a political party which has nominated a candidate by petition for a local office *(other than an office in town with a population of less than 3,500)* to file a certificate of candidate selection with the circuit court clerk or Lake County election director which names an individual to replace an individual included on the petition of nomination who has ceased to be a candidate. The certificate must be accompanied by the replacement candidate's consent to be placed on the ballot. The replacement candidate's consent for a local office must be accompanied by a Statement of Economic Interests. (IC 3-8-6-17; IC 3-8-9-5[New]) **STATE FORMS: CAN-40 (Replacement of Candidate Nominated by Petition in 2015); CAN-45 (Consent of Independent or Minor Political Party Candidate Nominated by Petition for a City or Town Office in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CFA Beginning of campaign finance reporting period for a write-in candidate unless the candidate became a candidate before this date by raising or spending more than $100. (IC 3-9-5-8.4)

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

DEADLINE for a county voter registration office to complete the updating of voter registration records to indicate that a voter voted at the May 5, 2015 primary election. If a recount or contest is being conducted in a county, the county voter registration office must complete the updating of the voter registration records not later than 60 days after completion of the recount or contest. *(Transferred from Saturday, July 4)* (IC 3-10-1-31.2)

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

Monday, July 13, 2015

CFA **DEADLINE**, by noon, for a candidate whose certificate of candidate selection to fill a vacancy on the primary election ballot was filed July 6, 2015 to file a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than $100. (IC 3-9-1-5) **STATE FORM: CFA-1 (Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee)**

CFA **DEADLINE**, by noon, for a declared write-in candidate to file a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than $100. (IC 3-9-1-5) **STATE FORM: CFA-1 (Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee)**

Wednesday, July 15, 2015

CAN **DEADLINE**, by noon, for a candidate nominated in the primary, at a party convention, by petition of nomination, or in a caucus or other procedure to fill a ballot vacancy, or a candidate who filed as a write-in candidate, to file a **notice of withdrawal** with the circuit court clerk or Lake and Tippecanoe County boards of elections and registration. However, a candidate disqualified under IC 3-8-1-5 or a candidate that moves outside of the candidate's election district may withdraw even after this deadline. (IC 3-8-7-28; IC 3-8-6-13.5; IC 3-8-2-2.7) **STATE FORM: CAN-46 (Municipal Election Candidate Withdrawal in 2015)**

DEADLINE, by noon, for the county voter registration office to certify the valid signatures of registered voters on a petition of nomination for an independent candidate or minor party candidate. After certification, the county voter registration office must file the petition with the official authorized to place the candidate on the ballot *(the appropriate county election board or Lake and Tippecanoe County boards of elections and registration).* However, a candidate named in the petition may request that the original petition be returned so that the candidate may file the certified petition with the appropriate official. The candidate's Statement of Economic Interests must be filed no later than the date the candidate's certified petitions are filed. (IC 3-8-6-10; IC 3-8-6-12; IC 3-5-6); IC 3-8-9-5) **STATE FORMS: CAN-44 (Petition of Nomination for City or Town Office in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

Wednesday, July 15, 2015 continued

CAN **DEADLINE**, by noon, for an independent or minor party candidate nominated by petition to file the petition of nomination following verification of petition signatures with the circuit court clerk or Lake and Tippecanoe County boards of elections and registration. The petition must be accompanied by each petition candidate's written consent to be placed on the ballot. The candidate's Statement of Economic Interests must be filed no later than the date the candidate's certified petitions are filed. (IC 3-8-6-10; IC 3-8-6-12; IC 3-8-9) **STATE FORMS: CAN-44 (Petition of Nomination for City or Town Office in 2015); CAN-45 (Consent of Independent or Minor Political Party Candidate Nominated by Petition for a City or Town Office in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

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

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

CFA Beginning of campaign finance reporting period for a candidate nominated by petition of nomination if the candidate has not previously raised or spent at least $100. (IC 3-5-2-32.7; 3-9-1-5; 3-9-5-8.2)

CFA **DEADLINE**, by noon, for a candidate's committee of a candidate for statewide office. *(Governor, Lieutenant Governor, Secretary of State, Auditor of State, Treasurer of State, Attorney General, and Superintendent of Public Instruction)* to file a semi-annual campaign finance report with the Indiana election division covering the period from January 1 through June 30. (IC 3-9-5-9(e)) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

Monday, July 20, 2015

CFA End of campaign finance reporting period for candidate whose certificate of candidate selection to fill a ballot vacancy was filed July 6, 2015. (IC 3-8-1-1.6)

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

CFA **DEADLINE**, by noon for the county election board, or Lake and Tippecanoe County boards of election and registration to determine if a candidate whose certificate of candidate selection was filed July 6, 2015 to fill a ballot vacancy has filed a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than $100. (IC 3-8-1-1.6) **STATE FORM: CFA-1 (Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee)**

CFA **DEADLINE**, by noon, for Indiana election division, county election board, or Lake and Tippecanoe County boards of election and registration to determine if a write-in candidate has filed a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than $100. (IC 3-8-1-1.6) **STATE FORM: CFA-1 (Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee)**

CFA **DEADLINE**, by noon, for a Libertarian Party candidate nominated at a city or large town (3,500 or more in population) convention on the last date that a convention could be held (June 30 before noon) to file a post-convention campaign finance report with county election board or Lake and Tippecanoe County boards of election and registration. (IC 3-10-6-12; IC 3-9-5-8) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

Note: Candidates nominated at a city or large town convention of the Libertarian Party must file a campaign finance statement of organization (STATE FORM CFA-1) by noon this date which is the final date and hour for filing the candidate's campaign finance report (STATE FORM CFA-4) for a convention held on the deadline to hold a convention (June 30) unless the candidate was previously required to file a campaign finance statement of organization after raising or spending more than $100. (IC 3-9-1-5(c)(3); IC 3-9-5-8.2) **STATE FORM: CFA-1 (Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee)**

Wednesday, July 22, 2015

CFA **DEADLINE**, by noon, for an independent candidate or a minor party candidate (other than a Libertarian Party candidate) nominated by petition to file a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than $100. (IC 3-9-1-5) **STATE FORM: CFA-1 (Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee)**

Monday, July 27, 2015

CFA **DEADLINE,** by noon, for candidate whose certificate of candidate selection was filed July 6, 2015 to fill a ballot vacancy to file a campaign finance report with the county election board. (IC 3-9-5-8.5; IC 3-9-5-7) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

CFA **DEADLINE**, by noon, for a declared write-in candidate to file a campaign finance report with the county election board. (IC 3-9-5-8.4) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

Wednesday, July 29, 2015

CFA End of campaign finance reporting period for a candidate nominated by petition of nomination. (IC 3-5-2-32.7; IC 3-9-5-8.2)

CFA **DEADLINE**, by noon, for a county election board or the Lake and Tippecanoe County boards of elections and registration to determine if an independent or minor party candidate who was required to file a petition of nomination by July 15, 2015 has filed a campaign finance statement of organization for the candidate's committee. (IC 3-8-1-1.6) **STATE FORM: CFA-1 (Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee)**

Friday, July 31, 2015

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

AUGUST 2015

Monday, August 3, 2015

CAN **DEADLINE**, by noon, for an individual to file a declaration of candidacy, or a notice of withdrawal of candidacy previously filed, with a circuit court clerk or the Lake and Tippecanoe County boards of elections and registration to be the nominee of the Democratic, Libertarian, or Republican Party ***at a town convention*** for town office in a town with a population of less than 3,500. This would not apply to Democratic and Republican Party candidates where the town adopted an ordinance pursuant to IC 3-8-5-2(c) to nominate Democratic and Republican Party candidates in a primary. The declaration must be accompanied by a Statement of Economic Interests. (*Transferred from Saturday August 1;* IC 3-8-5-10.5; IC 3-8-5-17; IC 3-8-7-28; IC 3-8-5-2; IC 3-8-9-5) **STATE FORMS: CAN-16 (Town Office Declaration of Candidacy by a Democratic, Libertarian, or Republican Candidate When No Town Primary is Conducted in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices); CAN-46 (Municipal Election Candidate Withdrawal in 2015)**

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

DEADLINE, after noon, for circuit court clerk or the Lake and Tippecanoe County boards of elections and registration to release to the public a list of Democratic, Libertarian, or Republican Party candidates for town office in a town with a population of less than 3,500. The list shall indicate any unopposed candidate considered automatically nominated. In a county where the municipal election will be conducted by the town and not by the county election board, the circuit court clerk shall also certify the list of candidates to the town clerk-treasurer. The circuit court clerk does not certify this list to the town clerk-treasurer if the election will be conducted by the county election board. (IC 3-8-5-10.5(e)(1)) **STATE FORM: CAN-17 (Circuit Court Clerk Certification of Town Candidates)**

DEADLINE, by noon, for a local public question to be certified to a circuit court clerk or the Lake and Tippecanoe County boards of elections and registration for placement on the municipal election ballot. A public question must be authorized by state law to be placed on the ballot. (*Transferred from Saturday August 1;* IC 3-10-9-3)

DEADLINE, for a county to submit a proposal to establish a voting system purchase cumulative fund to the Department of Local Government Finance. (*Transferred from Saturday August 1;* IC 6-1.1-17-16.7; IC 6-1.1-41-4; IC 3-11-6; IC 4-1-2-2)

Wednesday, August 5, 2015

CFA **DEADLINE,** by noon, for a candidate nominated by petition of nomination to file a campaign finance report. (IC 3-5-2-32.7; IC 3-9-5-7; IC 3-9-5-8.2) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

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

Friday, August 7, 2015

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

Saturday, August 8, 2015

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

Monday, August 10, 2015

CFA **DEADLINE**, by noon, for Democratic, Libertarian, or Republican candidate who filed a declaration of candidacy to be nominated in a town convention for a town office which: (1) provides for at least $5,000 in compensation per year; and (2) serves a town with a population of less than 3,500, to file a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than $100. (IC 3-9-1-5; 3-9-1-5.5) *(NOTE: If office provides less than $5,000 per year compensation the obligation to file a campaign finance statement of organization is triggered by raising or spending at least $500.)* **STATE FORM: CFA-1 (Candidate's Statement of Organization and Designation of Principal Committee or Exploratory Committee)**

Friday, August 14, 2015

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

DEADLINE, by noon, for a write-in candidate whose declaration has been challenged due to the candidate's claimed affiliation with a political party that has already attained ballot status in the municipal election to amend the candidate's declaration to state that the candidate is either independent or affiliated with a political party that the Indiana election commission, a county election board, or the Lake and Tippecanoe County boards of election and registration determines to have a name that would not result in voter confusion due to its similarity with the name of a political party that has attained ballot status. (IC 3-8-2-2.5(b)(4); IC 3-8-2-12.5)

DEADLINE for the Indiana election division to send a campaign finance delinquency notice to candidates' committees for a statewide office *(Governor, Lieutenant Governor, Secretary of State, Auditor of State, Treasurer of State, Attorney General, and Superintendent of Public Instruction)* that failed to file a semi-annual campaign finance report on July 15, 2015. (IC 9-9-5-6(e); IC 3-9-4-14(a)(2)(A))

Monday, August 17, 2015

DEADLINE, by noon, for a county election board or the Lake and Tippecanoe County boards of elections and registration to determine if a Democratic, Libertarian, or Republican candidate who filed a declaration of candidacy for a town office which: (1) provides for at least $5,000 in compensation per year; and (2) serves a town with a population of less than 3,500 that elects some or all of its offices in 2015 and has not adopted an ordinance providing for a primary election, has filed a campaign finance statement of organization, unless the candidate has already been required to do so after raising or spending more than $100. *(If the town office provides less than $5,000 per year in compensation the obligation to file a statement of organization is not triggered until the candidate raises or spends at least $500)* (IC 3-8-1-1.6)

Tuesday, August 18, 2015

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

Wednesday, August 19, 2015

CAN **DEADLINE**, in a town with a population of less than 3,500 for the Democratic, Libertarian, and Republican town party chairmen to post notices in at least three prominent places in the town, including the office of the town clerk-treasurer, where the political party will conduct a town convention because the party must choose between competing candidates of the same party for the same office if the town convention is held on the last day it may be held, Friday, August 21. If the town convention is held before Friday, August 21, the notices must be posted at least three days before the date of the convention. A copy of the notice shall also be filed with the circuit court clerk or the Lake and Tippecanoe County boards of elections and registration of the county containing the greatest percentage of population of the town. (IC 3-8-5-10; 3-8-5-17) **STATE FORM: CAN-15 (Call for Town Convention)**

Friday, August 21, 2015

CAN **DEADLINE**, in a town with less than 3,500 in population for the Democratic, Libertarian, and Republican parties to conduct a town convention of the party to choose between competing candidates in the same party for the same office. (IC 3-8-5-10; 3-8-5-17)

CAN **DEADLINE**, by noon, for person to file a statement questioning the validity of a certificate of nomination to fill an early ballot vacancy with a county election board or the Lake and Tippecanoe County boards of elections and registration for a city, a town with a population of 3,500 or more, or a town with a population of less than 3,500 that nominates Republican and Democratic candidates in a primary. (3-8-6-14; 3-13-1-16.5) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

CAN **DEADLINE**, by noon, for person to file a statement questioning the validity of a petition of nomination (other than a petition of nomination in a town with a population of less than 3,500) with a county election board, or the Lake and Tippecanoe County boards of elections and registration. (3-8-6-14) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

CAN **DEADLINE**, by noon, for person whose petition of nomination as an independent or minor party candidate for any city or town office was rejected for insufficient valid registered voter signatures to file an appeal with a county election board, or the Lake and Tippecanoe County boards of elections and registration challenging the determination to reject the petition. (IC 3-8-6-12(d); 3-8-6-14) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

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

DEADLINE, by noon, for the chairman of a political party or the petitioner of nomination that has no device filed with the Indiana election division for local candidates, to file a camera-ready copy of the device with the county election board of each county in which candidates will appear on the ballot. The county election board shall provide the camera-ready copy of the device to the town election board of a town located wholly or partially within the county upon request by the town election board. (IC 3-8-7-11(e))

Friday, August 21, 2015 continued

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

Monday, August 24, 2015

CAN **DEADLINE,** by noon, in a town with less than 3,500 in population which elects some or all of its town offices in 2015 for a candidate nominated at a Democratic, Libertarian, and Republican town convention to file a notice of withdrawal with the circuit court clerk or Lake and Tippecanoe County board of elections and registration. (IC 3-8-5-14.5; 3-8-5-17) **STATE FORM: CAN-46 (Municipal Election Candidate Withdrawal in 2015)** *(Note: This withdrawal must be filed no later than noon 3 days following the adjournment of the town convention and must be filed earlier if the town convention was held and adjourned no later than August 21 deadline for holding a town convention.)*

First day a proprietor or manager of a residential facility *(other than a mental health facility)* must maintain a list of residents for use by poll takers in the municipal election. (IC 3-6-11-5)

Wednesday, August 26, 2015

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

CFA **DEADLINE** for a county election board, or the Lake and Tippecanoe County boards of elections and registration to send a campaign finance delinquency notice to a write-in candidate who failed to file a post-nomination campaign finance report. (IC 3-9-4-14(a)(2)(A); 3-9-5-8.4)

Friday, August 28, 2015

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

CAN **DEADLINE,** by noon, in a town having a population of less than 3,500, for the chairman of a political party that submitted a petition of nomination for the election of candidates to town office to file a certificate of candidate selection to fill any ballot vacancy. The certificate must be accompanied by the candidate's consent to the selection and the candidate's statement of economic interests. (IC 3-13-1-18) **STATE FORM: CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

Monday, August 31, 2015

First day of the period that the county voter registration office must begin providing a report containing information regarding all voter registration applications received by the county voter registration office after this date and ending 29 days before the municipal election. The report must be forwarded within 48 hours after the entry of the registration application into the Statewide Voter Registration System. The report must be provided daily, upon request, to a major party county chairman or other party chairman or an independent candidate's committee if the independent candidate is on the ballot. (*Transferred from Sunday, August 30*; IC 3-7-28-2; IC 3-7-28-3; IC 3-7-28-4) *See September 4 for related entry for providing a report regarding all registration applications prior to August 31.*

SEPTEMBER 2015

Tuesday, September 1, 2015

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

Thursday, September 3, 2015

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

DEADLINE for the county election board or the Lake and Tippecanoe County boards of elections and registration to file an order adopting a vote center plan with the Indiana election division for the order to be effective for the November 3, 2015 municipal election. An order filed after this date and before the municipal election becomes effective on the day following the municipal election. (IC 3-11-18.1-8)

DEADLINE for a county election board or the Lake County and Tippecanoe board of elections and registration to adopt a resolution providing for the central count of absentee ballots within the county. (IC 3-11.5-5-1; IC 3-11.5-6-1)

DEADLINE for an error in the certification of candidates for election to an office *(other than an office in a town with less than 3,500 in population that elects some or all town officers in the 2015 municipal election)* to be corrected by the public officials responsible for the certification. (IC 3-8-7-3(a))

Friday, September 4, 2015

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

CAN **DEADLINE**, by noon, for a county election board, or the Lake and Tippecanoe County boards of elections and registration to rule on the validity of a petition of nomination of a candidate for a **city or large town** (population 3,500 or greater) office. (IC 3-8-6-14(e))

Friday, September 4, 2015 continued

CAN **DEADLINE**, by noon, for a county election board or the Lake and Tippecanoe County boards of elections and registration to rule on an appeal challenging the validity of the rejecting a petition of an independent or minor party candidate for a **city or large town** (population 3,500 or greater) office for an insufficient number of valid signatures required by IC 3-8-6-3. (IC 3-8-6-12(d); IC 3-8-6-14(e))

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

CAN **DEADLINE**, by noon, for a voter of the election district to file a challenge to question the validity of a: (1) a declaration of candidacy *(other than a declaration as a write-in candidate)*; (2) a petition of nomination; or (3) a certificate of nomination of a candidate in a town with a **population of less than 3,500** that elects some or all of its town offices in the 2015 election. (IC 3-8-5-14.7) **STATE FORM: CAN-1 (Candidate Filing Challenge)**

DEADLINE, by noon, for a circuit court clerk or the Lake County election director to file each certificate of nomination and each candidate's consent with a town clerk-treasurer setting forth the nominees certified as being chosen at a Democratic, Libertarian, or Republican town convention in a town with a population of less than 3,500. (IC 3-8-5-13; 3-8-5-17) **STATE FORMS: CAN-18 (Town Convention Certificate of Nomination); CAN-16 (Town Office Declaration of Candidacy by a Democratic, Libertarian, or Republican Candidate When No Town Primary is Conducted in 2015)**

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

DEADLINE for a county voter registration office to transmit a report containing information regarding all voter registration applications received by the county voter registration office to a major party county chairman (and on request to other chairmen or independent candidates on the ballot) showing all registrations that occurred during the part of the registration period ending August 31, 2015. (IC 3-7-28-2; IC 3-7-28-3)

Sunday, September 6, 2015

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

Monday, September 7, 2015 **LABOR DAY**
Indiana election division closed

Friday, September 11, 2015

CAN **DEADLINE**, by noon, for a county election board or the Lake County board of elections and registration (or a town election board if one has been established), to rule on the validity of any declaration of candidacy for nomination in a town convention, a petition of nomination, or a certificate of nomination of a candidate nominated in a town convention for election to a town office in a town with a population of less than 3,500. (IC 3-8-5-14.7)

DEADLINE, by noon, for the city or town chairman of a political party which has nominated a candidate by petition for a municipal office *(other than an office in a town with a population of less than 3,500)* to file a certificate of candidate selection with the circuit court clerk or Lake County election director which names an individual to replace an individual included on the petition of nomination who has ceased to be a candidate. The certificate must be accompanied by the replacement candidate's consent to be placed on the ballot. (IC 3-8-6-17) **STATE FORMS: CAN-40 (Replacement of Candidate Nominated by Petition in 2015); CAN-45 (Consent of Independent or Minor Political Party Candidate Nominated by Petition for a City or Town Office in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

Monday, September 14, 2015

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

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

Last day the proprietor or manager of a residential facility *(other than a mental health facility)* must prepare a list of residents for use by poll takers in the municipal election. (IC 3-6-11-5)

Thursday, September 17, 2015

DEADLINE, for an error in the certification of candidates for election to a town office in a town with less than 3,500 in population to be corrected by the public officials responsible for the certification. (IC 3-8-7-3(b))

Saturday, September 19, 2015

DEADLINE for a county election board or the Lake and Tippecanoe County boards of elections and registration to mail municipal election absentee ballots to voters who have a pending absentee ballot application on file with the circuit court clerk or the Lake and Tippecanoe County boards before this date. After this date, the county election board or Lake and Tippecanoe County boards of elections and registration must mail municipal election ballots to qualified voters on the same day that the voter's application is received. The requirement that absentee ballots be mailed on the same day that the absentee ballot application is received does not apply to absentee ballot applications that have been challenged. If the absentee ballot application submitted by an absent uniformed services voter or an overseas voter is denied, the county election board shall provide written notice to the voter not later than forty-eight (48) hours stating the reasons for the denial to the voter. (IC 3-11-4-17.5; IC 3-11-4-18; IC 3-11-4-18.5)

Saturday, September 26, 2015

ABS **DEADLINE**, by noon, for a county election board or the Lake County and Tippecanoe County boards of elections and registration to notify each major party county chairman of the number of absentee voter boards (and absentee ballot counters and teams of couriers for counties that count absentee ballots at a central location unless the county has adopted the use of electronic poll lists) to be appointed. Absentee ballot couriers are not necessary in counties that count absentee ballots at a central location that use electronic poll books. (IC 3-11-10-37; IC 3-11.5-4-23)

OCTOBER 2015

Sunday, October 4, 2015

CAN A candidate vacancy on the ballot occurring on or after this date must be filled by the "late candidate vacancy" procedures in IC 3-13-2. (IC 3-13-2-1; IC 3-13-1-20) **STATE FORMS: CAN-50 (Certificate of Candidate Selection to Fill a Late Ballot Vacancy for a City or Town Office); CAN-48 (Declaration of Candidacy and Written Consent to Fill Ballot Vacancy for a City or Town Office in 2015); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

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

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

Monday, October 5, 2015 **Voter Registration Ends**

DEADLINE, at close of business for an individual to hand deliver a voter registration application to the county voter registration office so that the voter can be registered for the municipal election. (IC 3-7-13-10; IC 3-7-13-11)

DEADLINE, at close of business for individual to hand deliver a voter registration application to the Indiana Election Division for transmittal to the appropriate county voter registration office so that the voter can be registered for the municipal election. (IC 3-7-33-3.7)

DEADLINE, for an individual mailing registration application to a county voter registration office or the Indiana election division to deposit the registration application in the mail so that the mail is postmarked no later than today's date *(and later delivered)* by the United States Postal Service so that the voter can be registered for the municipal election. (IC 3-7-33-3.7; IC 3-7-33-4)

DEADLINE, no later than midnight, for an eligible applicant to submit a complete application online on the secure website provided by the state in accordance with IC 3-7-26.7 so that the voter can be registered for the municipal election. (IC 3-7-33-3.5; IC 3-7-26.7)

DEADLINE, at close of business for a bureau of motor vehicles license branch or other "full service" voter registration agency, for an individual to submit an application for voter registration at the license branch or full service agency. (IC 3-7-33-3)

DEADLINE, for the county commissioners, Mayor of Indianapolis, the Lake County and Tippecanoe County boards of elections and registration to designate polling places for each precinct in the county. (IC 3-11-8-3.1)

Monday, October 5, 2015 continued

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

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

ABS **DEADLINE**, by noon for a county chairman to make written recommendations for appointments to absentee voter boards (and absentee ballot counters and teams of couriers for counties that count absentee ballots at a central location unless the county has adopted the use of electronic poll books*)*. If a county chairman fails to make a recommendation, then the county election board or the Lake and Tippecanoe County boards of elections and registration may appoint any voter of the county. Absentee ballot couriers are not necessary in counties that count absentee ballots at a central location that use electronic poll books. (*Transferred from Saturday October 3;* IC 3-11-10-37; IC 3-11.5-4-23)

Final day that a college or university must permit a student to knock on the door of each room in the living areas of student housing to conduct a poll. Before conducting the poll, the polltakers must submit certain

Tuesday, October 6, 2015

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

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

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

First day that an employee of a "full service" voter registration agency must advise an applicant for voter registration that the application will be processed after the municipal election. (IC 3-7-33-3; IC 3-7-14-10; IC 3-7-16-7; IC 3-7-18-9; IC 3-7-20-2)

Friday, October 9, 2015

CFA End of the pre-municipal election campaign finance reporting period for municipal candidates, regular party committees, and political action committees. (IC 3-9-5-6)

Saturday, October 10, 2015

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

CFA First day of the pre-municipal election supplemental large contribution campaign finance reporting period for candidates in the 2015 municipal election. If a candidate receives contributions from a person that total $1,000 or more on or after this date, the candidate must file a pre-municipal election supplemental campaign finance report with a county election board or the Lake and Tippecanoe County boards of elections and registration within 48 hours after receiving the contribution. (IC 3-9-5-20.1) **STATE FORM: CFA-11 (Supplemental "Large Contribution" Report by a Candidate's Committee ($1,000 Contributions or More)**

Monday, October 12, 2015 **COLUMBUS DAY**
Indiana election division closed

Tuesday, October 13, 2015

DEADLINE for a county voter registration office to receive a "mail in" registration application with a missing or illegible postmark. The application will permit an otherwise qualified applicant to vote in the municipal election. (*Transferred from Monday, October 12;* IC 3-7-33-4)

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

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

Friday, October 16, 2015

CFA **DEADLINE**, by noon, for a candidate's committee of a candidate on the 2015 municipal election ballot, all political action committees, and all regular party committees, to file a **pre-municipal election campaign finance report** with the Indiana election division, a county election board, or the Lake and Tippecanoe County boards of elections and registration. If a municipal election is not conducted in the municipality because there are no contested races, committees must file a report as if the municipal election were going to be conducted. This deadline applies whether the report was hand-delivered, sent by U.S. mail, or otherwise delivered to the division or board. *NOTE: See definition of "filing" in IC 3-5-2-24.5.* (IC 3-9-5-3; 3-9-5-4; 3-9-5-7) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

Sunday, October 18, 2015

DEADLINE for counties that use a ballot card voting system to publish at least 48 hours notice of the required public test of the system if the county has scheduled a public test of automatic tabulation machines on Tuesday October 20, 2015, the last day permitted under statute. (IC 3-11-13-22)

DEADLINE for counties that use an electronic voting system (DRE), to publish at least 48 hours notice of the required public test of the system if the county has scheduled a public test of system on Tuesday October 20, 2015, the last day permitted under statute. (IC 3-11-14.5-2)

Tuesday, October 20, 2015

DEADLINE for a county election board or the Lake and Tippecanoe County boards of elections and registration to conduct a public test of the ballot card voting systems at the municipal election. The public test must ascertain whether the machines will correctly count votes cast for all candidates and on all public questions. The board must file an IEC-10 form certifying the performance of the public test not later than 7 days after the test. (IC 3-11-13-22; IC 3-11-13-23(b); IC 3-12-3-8). **NOTE: IF THE PUBLIC TEST IS NOT PERFORMED, THE BALLOT CARDS MUST BE TABULATED BY HAND. STATE FORM: IEC-10 (Certification of Test of Automatic Tabulating Equipment)**

DEADLINE for a county election board or the Lake and Tippecanoe County boards of elections and registration to conduct a public test of an electronic voting system by randomly selecting at least three (3) precincts within the county and testing the voting system units to be used at those precincts on election day. Each voting system shall be tested to ascertain that the system will correctly count the votes cast for all candidates and on all public questions in that precinct and the tests must include a visual inspection of the voting unit and ballot label, entry of a preaudited group of ballots marked so as to record a predetermined number of valid votes, and attempt to overvote to test the ability of the electronic voting system to reject overvotes. The board must file an IEC-9 form certifying the performance of the public test not later than 7 days after the test. (IC 3-11-14.5-1; IC 3-11-14.5-5). **STATE FORM: IEC-9 (Certification of Test of Electronic Voting System)**

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

Thursday, October 22, 2015

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

Saturday, October 24, 2015

ABS The office of the circuit court clerk or Lake and Tippecanoe County boards of elections and registration must be open for at least seven (7) hours to permit absentee voting. A county election board in each county may a adopt a resolution, by unanimous vote of the board's entire membership and supported by specific findings of fact, stating that voters are entitled to vote by absentee ballot before an absentee voter board in the office of the circuit court clerk or town election board during specific days and hours identified in the resolution. (IC 3-11-10-26; IC 3-11-10-26.5)

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

DEADLINE, for a county voter registration office to prepare certified copies of the list of registered voters of each precinct. (except in counties that are using an electronic poll book). The list must contain the following: full name; address; date of birth, whether the voter is required to provide additional residency documentation prior to voting; and identification number of each voter. Upon receiving a written request from a major political party county chairman, the county voter registration office must prepare and furnish no more than two (2) copies of the list to the precinct inspector. The inspector may provide a copy of the list to any other precinct officer. (IC 3-7-28-4; IC 3-7-29-1; IC 3-7-29-2)

DEADLINE for a county election board or the Lake and Tippecanoe County boards of elections and registration to publish a list of the offices to be filled at the municipal election; the text of any public question to be placed on the ballot; the date of the municipal election; and the hours during which the polls will be open. (IC 3-10-2-2; IC 3-10-3-1; IC 5-3-1-2)
STATE FORM: CAN-39 (Legal Notice of General Election)

DEADLINE, for the county commissioners, the Mayor of Indianapolis, or the Lake and Tippecanoe County boards of elections and registration to publish notice of the place of voting for each precinct. (IC 3-11-8-3.2; IC 5-3-1-4)

DEADLINE, in a county that tabulates all votes cast on ballot cards at a central location, for the county election board or the Lake and Tippecanoe County boards of elections and registration to designate a central location for the processing of ballot cards. (IC 3-12-3-2.5)

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

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

Monday, October 26, 2015

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

ABS **DEADLINE** for a circuit court clerk or the Lake and Tippecanoe County boards of elections and registration to receive an absentee application to vote by mail from an absent uniformed services voter or overseas voter in order to count the special federal write-in absentee ballot submitted by the voter by mail. (IC 3-12-2-7.5; 52 U.S.C. § 20303) **STATE FORM: ABS-15 (Absentee Ballot Application for Military and Overseas Voters)**

DEADLINE, for the Indiana election division or a county voter registration office to receive a registration application from an absent uniformed services voter or an overseas voter for processing before the municipal election. (IC 3-7-36-10)

DEADLINE, by noon, for a county election board or the Lake and Tippecanoe County boards of elections and registration to file a copy of the notice of the municipal election with the Indiana election division and in the minutes of the board. (*Transferred from Saturday, October 24;* IC 3-10-2-2) **STATE FORM: CAN-39 (Legal Notice of General Election)**

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

Tuesday, October 27, 2015

DEADLINE for a county election board or the Lake and Tippecanoe County boards of elections and registration to certify to the Indiana election division that a public test of an optical scan ballot card voting system or an electronic voting system for the municipal election has been conducted in conformity with state law if that test was performed on the last day it could be performed on October 20, 2015. (IC 3-11-13-22(a); IC 3-11-14.5-9)
STATE FORMS: IEC-9 (DRE) Certification of Test of Electronic Voting System); IEC-10 (optical scan) (Certification of Test of Automatic Tabulating Equipment)

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

DEADLINE for a county election board or the Lake and Tippecanoe County boards of elections and registration to receive a certificate of death for a candidate, or to vote unanimously that there is good cause to believe a candidate has died, to print new ballots to remove the name of the candidate who has died if the candidate's party does not fill the vacancy by noon October 30. A ballot removing the name of the candidate must contain the statement "NO CANDIDATE" or "CANDIDATE DECEASED" or words to that effect at the appropriate position on the ballot. (IC 3-11-3-29.5)

Thursday, October 29, 2015

DEADLINE, by noon, if a candidate vacancy is filled for a county election board or the Lake and Tippecanoe County boards of elections and registration to reprint ballots with the successor candidate's name. If a candidate vacancy is filled after noon on this date and before the election, the or election board is not required to reprint ballots with the name of the successor candidate placed over the name of an individual who is no longer a candidate but may do so upon the vote of the election board. (IC 3-11-3-29.5)

Saturday, October 31, 2015

ABS The office of the circuit court clerk or Lake and Tippecanoe County boards of elections and registration must be open at least seven (7) hours for absentee voting. A county election board may a adopt a resolution, by unanimous vote of the board's entire membership and supported by specific findings of fact, stating that voters are entitled to vote by absentee ballot before an absentee voter board in the office of the circuit court clerk or town election board during specific days and hours identified in the resolution. (IC 3-11-10-26; IC 3-11-10-26.5)

DEADLINE for the circuit court clerk or the Lake and Tippecanoe County boards of elections and registration to change the polling place for a precinct in the county. The board may change a polling place by unanimous vote of the board's entire membership after this date if it is dangerous or impossible to use the designated polling place. (IC 3-11-8-3.2)

First day an inspector or other authorized member of the precinct election board may pick up ballots and election supplies for the inspector's precinct. (IC 3-11-3-10; IC 3-11.5-4-1)

NOVEMBER 2015

Sunday, November 1, 2015

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

DEADLINE for a precinct inspector or other authorized member of the precinct election board may pick up ballots and election supplies for the inspector's precinct. (IC 3-11-3-10)

DEADLINE, in an *absentee ballot central count county* for the circuit court clerk or the Lake and Tippecanoe County boards of election and registration to provide a certificate to inspectors stating the names of the voters: (1) to whom absentee ballots were sent or who marked ballots in person; and (2) whose ballots have been received by the county election board under IC 3-11-10. (IC 3-11.5-4-1)

Monday, November 2, 2015

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

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

ABS **DEADLINE**, by noon, for the circuit court clerk or Lake and Tippecanoe County boards of elections and registration to receive an absentee ballot application from an absent uniform services voter or overseas voter who requests to vote an absentee ballot by e-mail or fax. (Note: These voters may send their absentee ballot applications to the county by mail, ***e-mail, or fax***) (IC 3-11-4-3(2)) **STATE FORM: ABS-15 (Absentee Ballot Application for Military and Overseas Voters)**

ABS **DEADLINE** (by midnight) for a travelling absentee voter board to visit and vote a voter at the voter's location because of illness or injury or because the voter is caring for a confined person at a private residence. (IC 3-11-10-25; IC 3-11-10-24(b))

Monday, November 2, 2015 continued

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

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

DEADLINE, by 6 p.m., for a county election board or the Lake and Tippecanoe County boards of elections and registrations to deliver the voting system and equipment to each polling place. In precincts using computerized electronic voting systems, the county election board shall have the system put in order, set and adjusted, and ready for use in voting. (IC 3-11-11-1.8; 3-11-13-6; 3-11-14-13)

DEADLINE, by noon, for the county chairmen of the two major political parties to make a written recommendation to the county election board for the appointment of individuals as provisional ballot counters. If a county chairman fails to make a nomination, the county election board may appoint any voter of the county. (*Transferred from Saturday, October 31;* IC 3-11.7-3-4; 3-11.7-4-5)

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

DEADLINE for each county sheriff to provide the county voter registration office with a list of each Indiana resident who has been convicted of a crime and has been placed in a county correctional facility during the previous quarter. (*Transferred from Saturday October 31;* IC 3-7-46-6)

Each full service license branch must remain open from 8:30 a.m. local time until 8:00 p.m. local time, solely for the purpose of issuing driver's licenses and state identification cards. (IC 9-16-1-7)

MUNICIPAL ELECTION DAY- NOVEMBER 3, 2015 (IC 3-10-2-1)

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

In a precinct using an electronic voting system, each precinct election board must: (1) compare the ballot label on each electronic voting system with the sample ballot to see that it is correct; (2) see that the system records zero (0) votes for each candidate and on each public question; and (3) see that the system is otherwise in perfect order before the polls open. The board then shall certify that the ballot labels and the sample ballots are in agreement. (IC 3-11-14-13; IC 3-11-14-17)

In a precinct using an optical scan ballot card voting system, the precinct election board must (1) compare the ballot cards used in the marking device with the sample ballots furnished and determine whether the names, numbers, and letters are in agreement; (2) see that the system records zero (0) votes for each candidate and on each public question; and (3) see that the system is otherwise in perfect order before the polls open. (IC 3-11-13-27)

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

The precinct election board shall post sample ballots near the entrance to the polls on election day and see that they are available to public inspection throughout the day. (IC 3-11-11-1.9; IC 3-11-13-10; IC 3-11-14-8)

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

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

Each full service license branch must remain open from 6:00 a.m. local time until 6:00 p.m. local time, solely for the purpose of issuing driver's licenses and state identification cards. (IC 9-16-1-7)

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

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

Tuesday, November 3, 2015 continued

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

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

DEADLINE, by noon, in a county that counts absentee ballots at a central location, for the clerk (or clerk's agent) to visit the post office to receive voted absentee ballots. In general, absentee ballots received after noon are considered as arriving as too late and may not be counted. (IC 3-11.5-4-3; IC 3-11.5-4-7; IC 3-11.5-4-10; IC 3-12-1-17) *Note: This deadline does not apply to an absentee ballot mailed by an overseas voter. See entry for November 13, 2015.*

DEADLINE, by 3 p.m., in a county that counts absentee ballots at a central location that does not use electronic poll books, for the circuit court clerk or Lake and Tippecanoe County boards of election and registration *(or their agent)* to deliver a certificate to each precinct setting forth the absentee ballots received by noon on election day. (IC 3-11.5-4-8)

DEADLINE, by 5 p.m., in a county that counts absentee ballots at a central location, for the county election board or the Lake and Tippecanoe County boards of elections and registration to issue a certificate to a voter whose absentee ballot has been rejected, to permit that voter to vote at the precinct if otherwise qualified to do so. (IC 3-11.5-4-13)

In a county that counts absentee ballots at the precinct, except for absentee ballots cast on an electronic voting system, the circuit court clerk or Lake and Tippecanoe County boards of elections and registration must visit the appropriate post office to accept delivery of absentee ballots at the latest possible time to permit delivery to the precincts before 6 p.m. with sufficient time to enable the precinct election board to vote the ballots during the time the polls are open. (IC 3-11-10-11; IC 3-11-10-12)

In a county that counts absentee ballots at the precinct, the circuit court clerk or Lake and Tippecanoe County boards of elections must deliver a certified list of persons who have submitted residency confirmation documentation and are entitled to have the voter's absentee ballot counted if the ballot otherwise complies with law. (IC 3-11-10-12)

Tuesday, November 3, 2015 continued

DEADLINE, by 3 p.m., in a county that counts absentee ballots at the precinct, for a county election board to receive notification from the county voter registration office that a voter who returned an absentee ballot, and is required to submit additional residency confirmation documents, filed the documents with the county voter registration office after the preparation of the poll list and, as a result, are entitled to have the voter's absentee ballot counted if the ballot otherwise complies with law. The county election board must transmit a supplemental certified list of such voters to the appropriate precinct election board or attempt to notify the board regarding the content of the list. (IC 3-11-10-12)

DEADLINE, by 5 p.m., in a county that counts absentee ballots at a central location, for the county election board or the Lake and Tippecanoe County boards of elections and registration to issue a certificate to a voter whose absentee ballot has been rejected, to permit that voter to vote at the precinct if otherwise qualified to do so. (IC 3-11.5-4-13)

DEADLINE, before close of polls, In a county that counts all absentee ballots at the precinct except for absentee ballots cast on an electronic voting system, for the circuit court clerk or Lake and Tippecanoe County boards of elections and registration to certify a list of absentee voters who cast their absentee ballot on a electronic voting system to the appropriate precinct election board at the same time the county election board delivers other absentee ballots to the precinct. The precinct judges shall mark the poll list to indicate that each voter on the list sent by the county election board has voted by absentee ballot, note on the list any voter on the list that has already voted at the precinct, and return the list to the county election board with the precinct's other election materials. The county election board shall count the absentee ballots cast on an electronic voting system pursuant to the procedures in IC 3-11.5 for counting absentee ballots at a central location. (IC 3-11-10-12.5)

DEADLINE, before close of polls, in a county that counts absentee ballots at the precinct except for absentee ballots cast on an electronic voting system, for inspector to check the precinct poll list and any later certification from the county election board to determine whether an absentee voter has met the residency confirmation documentation requirement. If the voter has met the documentation requirement, then the absentee ballot is processed as an absentee ballot at the polls. If not, and the absentee ballot is otherwise valid, then the voter's absentee ballot is marked as a provisional ballot and returned to the county election board and processed as a provisional ballot. (IC 3-11-10-16.5)

DEADLINE, 6 p.m., in a county that counts absentee ballots at the precinct except for absentee ballots cast on an electronic voting system, for the county election board to deliver all absentee ballots to the appropriate polling place in sufficient time to enable the precinct election board to vote the ballots while the polls are still open. (IC 3-11-10-12) [*NOTE: This deadline does not apply to an absentee ballot mailed by an overseas voter. See entry for November 13, 2015.]*

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

Tuesday, November 3, 2015 continued

DEADLINE, 6 p.m., for a voter who voted a provisional ballot at the polls because the voter failed to provide required residency confirmation documentation prior to voting for the voter to file a copy of the required residency confirmation documentation for the ballot to be counted. (IC 3-11-8-25; IC 3-11-8-25.2; IC 3-11.7-5-2(c))

DEADLINE, by 6 p.m., for the county election board or the Lake and Tippecanoe County boards of elections and registration to convene in the room provided for the board to canvass votes and declare results of the election. (IC 3-12-4-6) *(Note: The deadline for declaring the results of the election does not apply to the board's determination of whether to count provisional ballots. See entry for November 13.)*

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

In a precinct using an electronic voting system, the inspector must announce after the close of the polls that the printout of precinct results is available for inspection by precinct election officials and watchers in precincts. (IC 3-12-3.5-2) The inspector shall announce the total number of votes cast on all electronic voting systems located within the polling place, including any absentee ballots, to determine if the total number of votes cast on the electronic voting systems differs from the number of voters shown to have received a ballot at the polls, or returned an absentee ballot, according to the poll lists. If the number of ballots received at the polls and returned as absentee ballots differs by more than five (5), then the inspector and judge of the opposite party shall report this fact in writing when the inspector and judge return the precinct poll list to the county election board (IC 3-12-3.5-8 [New])

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

In counties using paper ballots, all ballots and election materials must be returned to the county election board immediately upon completion of their tabulation. (IC 3-12-2-9)

DEADLINE, by midnight, for the inspector and judge of the opposite political party to deliver to the county election board or Lake and Tippecanoe County boards of elections and registration the certification of the precinct vote count and other election materials. (IC 3-12-2-7; IC 3-12-3-10; IC 3-12-3.5-4)

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

Wednesday, November 4, 2015

Effective date of an order adopted on or after September 4, 2015, by the board of commissioners of a county to establish a board of registration to administer voter registration within the county, rescinding a previously adopted order to establish a board of registration, or abolishing a board of registration previously established by state law (IC 3-12-7-3) before that law was repealed. (IC 3-7-12-5; IC 3-7-12-5.5)

Friday, November 6, 2015

DEADLINE, by noon, for full-service registration agency to respond to an inquiry by a county election board or the Lake and Tippecanoe County boards of elections and registration indicating whether the agency's records contain any information regarding the registration. If the agency does not respond to the board's inquiry, or if the agency responds that the agency has no record of the alleged registration, the board shall reject the provisional ballot and (1) document on the ballot the inquiry and response, if any, by the agency; and (2) endorse the ballot with the word "Rejected" and the inquiry and response, if any, by the voter registration agency. (IC 3-11.7-5-2; IC 4-1-2-2)

Sunday, November 8, 2015

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

Tuesday, November 10, 2015

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

Wednesday, November 11, 2015 VETERANS DAY
Indiana election division closed

Friday, November 13, 2015

DEADLINE, by noon, for a voter who voted a provisional ballot because the voter was unable or declined to present a photo identification at the polls to satisfy the photo identification requirement by producing photo identification to the county election board or circuit court clerk and signing an affidavit indicating that the voter is the same person who cast the provisional ballot on election day. The voter may also satisfy the photo identification requirement by appearing at the office of the county election board or circuit court clerk and signing an affidavit indicating that the voter is the same person who cast the provisional ballot on election day and that the voter cannot obtain a photo identification because the voter is either: a) indigent and unable to obtain a photo identification without the payment of a fee; or b) has a religious objection to being photographed. (IC 3-11.7-5-1; IC 3-11.7-5-2.5) **STATE FORM: PRO-11 (Affidavit of Challenged Voter Concerning Proof of Identification Requirement in a Municipal Election)**

ABS **DEADLINE,** by noon, for a county election board or the Lake and Tippecanoe County boards of elections to receive an absentee ballot cast by mail from an overseas voter. The absentee ballot is not considered to be arriving too late if the absentee ballot envelope is postmarked no later than election day (November 3, 2015) and the board, by unanimous vote of its entire membership, determines that the postmark date complies with this requirement. If the board is unable to determine the postmark date, the absentee ballot may not be counted. (IC 3-12-1-17)

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

Monday, November 16, 2015

DEADLINE, by noon, for the county election board and Lake and Tippecanoe County boards of elections and registration to certify the election results for each candidate and on each public question in the election in a statement prepared by the circuit court clerk. (IC 3-10-6-8; IC 3-12-4-9)

DEADLINE, by noon, in a county using electronic voting systems, for the county election board to certify the results of the audit conducted by the board when a discrepancy of five (5) votes or more is reported between the number of ballots received at the polls and returned as absentee ballots and the total number of voters shown on the poll lists. (*Transferred from Sunday, November 15;* IC 3-12-3.5-8 [New])

CFA **DEADLINE** for the Indiana election division, a county election board, or the Lake and Tippecanoe County boards of elections and registration to send a campaign finance delinquency notice to a person who failed to file a pre-municipal election campaign finance report. (IC 3-9-4-14(a)(2)(A); *Transferred from Sunday, November 15*)

Tuesday, November 17, 2015

DEADLINE, for a county election board or the Lake and Tippecanoe County boards of elections and registration to postmark, hand-deliver, or transmit using the statewide voter registration system, a post-election report concerning the municipal election to the Indiana election division. The post-election report shall include the number of absentee ballots: (1) transmitted to absent uniformed services voters and overseas voters for the municipal election; and (2) returned by absent uniformed services voters and overseas voters and cast in the election. (IC 3-6-5-17, IC 3-6-5-17.5) **STATE FORM: CEB-9 (County Election Report)**

DEADLINE, by noon, for a candidate for election to a municipal office at the municipal election to file a verified petition for a recount or contest of the municipal election with the appropriate circuit court clerk. *See also Friday, November 20 deadline for a county chairman to file a petition.* (IC 3-12-6-1; 3-12-6-2; 3-12-8-5)

DEADLINE, by noon, for a voter who desires a recount of the votes cast at the municipal election concerning a public question to file a verified petition with the circuit court clerk or Lake and Tippecanoe County boards of elections and registration. (IC 3-12-12-2)

First day that a county election board or the Lake and Tippecanoe County boards of elections and registration may adopt a resolution providing for the central count of absentee ballots within the county. (IC 3-11.5-5-1; IC 3-11.5-6-1)

Friday, November 20, 2015

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

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

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

First day, after noon, that unused ballots from the municipal election may be destroyed. One unused ballot must be retained in the records of the county election board or Lake and Tippecanoe County boards of elections and registration. (IC 3-11-3-31)

Tuesday, November 24, 2015

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

Wednesday, November 25, 2015

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

Thursday, November 26, 2015 **THANKSGIVING DAY**

Friday, November 27, 2015 **LINCOLN'S BIRTHDAY**
Indiana election division closed

Monday, November 30, 2015

DEADLINE, by noon, for the state chairman of a major political party to certify the following to the election division and to each county committee of the party: (1) The number of state convention delegates to be elected in each county; (2) Whether the state convention delegates are to be elected from districts or at large in each county; (3) If a county is to elect state convention delegates from districts, how many districts must be established in each county. The county committee shall establish any delegate districts required to be established and file descriptions setting forth the district boundaries with the county election board *(See entry for December 31, 2015;* IC 3-8-4-3)

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

DECEMBER 2015

Tuesday, December 1, 2015 VOTER REGISTRATION BEGINS

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

First day that a county voter registration office can dispose of voter registration declinations and voter list maintenance program lists received by the county voter registration office on or before December 1, 2013. (IC 3-7-27-6)

First day that the Indiana election division, a county election board, or the Lake County and Tippecanoe boards of elections and registration are not required to retain campaign finance reports filed in those offices for elections in 2011 and previous years, except for judicial offices. (IC 3-9-4-6)

First day that a county election board or the Lake and Tippecanoe County boards of elections and registration is not required to retain campaign finance reports filed in those offices by candidates for local judicial offices for elections prior to 2009 and previous years. (IC 3-9-4-6)

ABS First day the circuit court clerk or Lake and Tippecanoe County election boards may receive absentee ballot applications from most voters for the 2016 primary election. (IC 3-11-4-3) **STATE FORMS ABS-MAIL, ABS-TRAVELING BOARD, ABS-IN PERSON; ABS-ATTORNEY GENERAL; ABS-15 (Absentee Ballot Application for Military and Overseas Voters)**

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

Thursday, December 3, 2015

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

Tuesday, December 8, 2015

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

Sunday, December 13, 2015

Last day that the proprietor or manager of a residential facility (other than a mental health facility) must retain the list of residents for use by poll takers in the municipal election. (IC 3-6-11-7)

Monday, December 21, 2015

DEADLINE for a local recount commission to complete a recount for municipal office unless the court extends the date after finding good cause to do so. (*Transferred from Sunday, December 20;* IC 3-12-6-21.9)

Friday, December 24, 2015	**WASHINGTON'S BIRTHDAY**
Monday, December 25, 2015	**CHRISTMAS DAY**
	Indiana election division closed

Wednesday, December 31, 2015

CFA End of annual campaign finance reporting period and post-election campaign finance reporting periods for 2015. (IC 3-9-5-9; IC 3-9-5-10)

A resolution adopted by a county election board to omit the appointment of poll clerks and sheriffs in certain precincts expires. (IC 3-6-6-38)

A resolution adopted by a town to establish a town election board in 2015 expires. (IC 3-10-7-5.5)

An order adopted by the county election board to locate the polls for a precinct at the polls of an adjoining precinct, using the precinct election board of the adjoining precinct, expires. (IC 3-11-8-4.3)

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

DEADLINE for a town council in a town which elects its town officials in the 2015 municipal election to determine which incumbent "at large" town council members will serve an additional four year term as "holdover" members under Article 15, Section 3 of the Constitution of the State of Indiana when fewer at large members were elected in November 2015 than the number of at large town council seats to be filled. (IC 3-13-9-5.6)

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

DEADLINE for a town council in a town which elects town council members in 2016 to adopt an ordinance abolishing town legislative body districts. (IC 36-5-2-4.1)

DEADLINE for town council to adopt an ordinance to provide for the election of town council members to "staggered terms" in the 2016 general election, if the town is otherwise permitted to do so under state law. (IC 3-10-6-2.5; IC 3-10-7-2.5)

Wednesday, December 31, 2015 continued

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

DEADLINE for a county voter registration office to mail the request for transfer of registration affidavits executed by persons who changed residence to another county (but within the same municipality) in Indiana within 30 days before the 2015 municipal election to the county where the person now resides. (IC 3-7-43-4)

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

JANUARY 2016

NOTE: The dates for observing state holidays in 2016 are subject to confirmation by the Governor's office. The designation of state holidays by the governor traditionally occurs during the summer of the preceding year.

Friday, January 1, 2016 **NEW YEAR'S DAY**
Indiana Election Division closed

CFA Beginning of 2016 campaign finance reporting periods. (IC 3-9-5-10).

Beginning at noon, first day of term for an individual elected as mayor of a city in 2015. (IC 36-4-5-2; IC 36-3-3-2)

Beginning at noon, first day of term for an individual elected as a city-county council member in 2015. (IC 36-3-4-2)

Beginning at noon, first day of term for an individual elected as a city common council member in 2015. (IC 36-4-6-2)

Beginning at noon, first day of term for an individual elected as a city clerk in 2015. (IC 36-4-10-2)

Beginning at noon, first day of term for an individual elected as judge of a city court in 2015. (IC 33-10.1-3-1.1)

Beginning at noon, first day of term for an individual elected as a town council member in 2015. (IC 36-5-2-3)

Beginning at noon, first day of term for an individual elected as a town clerk-treasurer in 2015. (IC 36-5-6-3)

Beginning at noon, first day of term for an individual elected as a judge of a town court in 2015. (IC 33-35-1-3)

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

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

A unanimous resolution by a county election board to not place uncontested city or town candidates on the ballot when there is no more than one nominee for each office (including write-in candidates) expires. (IC 3-10-6-7.5(d), IC 3-10-7-6(e))

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

Monday, January 4, 2016

DEADLINE for a county voter registration office to complete the updating of voter registration records to indicate that a voter voted at the November 3, 2015 municipal election. If a recount or contest is being conducted in a county, the county voter registration office must complete the updating of the voter registration records not later than 60 days after completion of the recount or contest. *(Transferred from Saturday, January 2)* (IC 3-10-1-31.2)

First day Indiana election division may discard duplicate copies of federal campaign finance reports filed in 2012. (IC 3-9-4-6 (c), IC 3-9-5-13; *Transferred from Friday, January 1*)

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

Tuesday, January 5, 2016

DEADLINE for a precinct establishment order to become effective for the election year 2016. The next date that a precinct establishment order may take effect is the day following general election day. (IC 3-11-1.5-25).

Wednesday, January 6, 2016

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

CAN First day a minor party candidate (other than a Libertarian Party candidate) or an independent candidate wishing to be placed on the 2016 general election ballot may file a petition of nomination with a county voter registration office for verification of signatures. (IC 3-8-6-10) **STATE FORM: CAN-19 (Petition of Nomination for Federal, State, State Legislature, or Local Office)**

CAN First day an individual may file a declaration of candidacy with the secretary of state as a major party candidate for nomination to a federal office, a state office, a state legislative office, or a judicial office by a major political party at the 2016 primary election. (IC 3-8-2-4; IC 3-8-2-5) **STATE FORM: CAN-2 (Declaration of Candidacy for Primary Nomination in 2016)**

(NOTE: Although IC 3-8-2-5 requires a declaration of candidacy for these offices to be filed with the secretary of state, IC 3-8-2-11 provides that a declaration is not valid unless received in the office of the election division (a division of the office of secretary of state).

Wednesday, January 6, 2016 continued

CAN First day an individual may file a declaration of candidacy with the Indiana election division a declaration of candidacy for election to the Allen County Superior Court or the Vanderburgh County superior court at the 2016 general election. (IC 3-8-2-4; IC 33-33-2-9; IC 33-33-82-31) **STATE FORM: CAN-41 (Allen County/Vanderburgh County Superior Court Judge Declaration of Candidacy in 2016)**

CAN First day an individual may file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for nomination as a major party candidate to a local office (other than a judicial office) at the 2016 primary election. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; IC 3-8-2-6) **STATE FORMS: CAN-2 (Declaration of Candidacy for Primary Nomination in 2016; CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN First day an individual may file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for the nomination for a town office for a major party in a town with a population of less than 3,500 that has adopted an ordinance to nominate major party candidates in a primary election and has all or some of its offices on the ballot in 2016. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; IC 3-8-2-6) **STATE FORMS: CAN-2 (Declaration of Candidacy for Primary Nomination in 2016; CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN First day a Democratic Party, Libertarian Party, or Republican Party candidate may file a declaration of candidacy for town council in a town with a population of less than 3,500 that does not hold a primary for major party candidates and elects town council members in 2016. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-5-10.5; IC 3-8-5-17*)* **STATE FORMS: CAN-16 (Town Office Declaration of Candidacy by a Democratic, Libertarian, or Republican Candidate When No Primary is Conducted in 2016; CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN First day an individual may file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for election as a major party state convention delegate in the 2016 primary. (IC 3-10-1-4(b)(2); IC 3-8-2-3; IC 3-8-2-4; IC 3-8-2-6) **STATE FORM: CAN-37 (Declaration of Candidacy for Precinct Committeeman and State Convention Delegate in 2016)**

CAN First day an individual may file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for election as a Republican Party precinct committeeman in the 2016 primary. (IC 3-10-1-4.6; IC 3-8-2-6) **STATE FORM: CAN-37 (Declaration of Candidacy for Precinct Committeeman and State Convention Delegate in 2016)**

Wednesday, January 6, 2016 continued

CAN First day for a person to file a declaration of intent to be a write-in candidate with the Indiana election division or a county election board or the Lake and Tippecanoe County boards of elections and registration. If the declaration is filed for a local office then the declaration must be accompanied by a Statement of Economic Interests. **No candidate may run as a write-in candidate for nomination to an office in the primary election. The name of a write-in candidate may not be placed on the general election ballot.** (IC 3-8-2-2.5; 3-8-2-2.6; 3-8-2-4; 3-8-2-5; 3-11-4-15; 3-11-2-11.5) **STATE FORMS: CAN-3 (Declaration of Intent to be a Write-In Candidate in 2016); CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

Monday, January 11, 2016

DEADLINE for the Indiana general assembly to reconvene for the 2016 regular session. (IC 2-2.1-1-3)

Monday, January 18, 2016 **MARTIN LUTHER KING DAY**
Indiana Election Division closed

Wednesday, January 20, 2016

CFA **DEADLINE**, by noon, for all candidate committees, all legislative caucus committees, and all political action committees to file the **2015 annual campaign finance report** with the Indiana election division, a county election board, or the Lake and Tippecanoe County boards of elections and registration. This deadline applies whether the report was hand-delivered, sent by U.S. mail, or otherwise delivered to the division or board. (IC 3-9-5-3; IC 3-9-5-10) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

CFA **DEADLINE**, by noon, for a candidate's committee of a candidate for statewide office to file a **semiannual** campaign finance report with the Indiana election division covering the period from July 1 through December 31, 2015. (IC 3-9-5-9) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

Tuesday, January 26, 2016

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

Friday, January 29, 2016

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

Sunday, January 31, 2015

DEADLINE for an individual elected to the office of mayor, common council, city-county council, city clerk, town council member, town clerk-treasurer, or town court judge in the 2015 municipal election to ***take*** the individual's oath of office with the appropriate circuit court clerk. (IC 5-4-1-1.2)

NOTE: Only selected dates after January 2016 are included in this edition of the calendar.

FEBRUARY 2016

Monday, February 1, 2016

DEADLINE for an individual elected to the office of mayor, common council, city-county council, city clerk, town council member, town clerk-treasurer, or town court judge in the 2015 municipal election to ***file*** the individual's oath of office with the appropriate circuit court clerk. (*Transferred from Sunday January 31;* IC 5-4-1-1.2)

DEADLINE for each county sheriff to provide the county voter registration office with a list of each Indiana resident who has been convicted of a crime and had been placed in a county correctional facility during the previous quarter. (*Transferred from Sunday January 31;* IC 3-7-46-6)

Tuesday, February 2, 2016

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

Friday, February 5, 2016

CAN **DEADLINE**, by noon, for major party candidate for President, U.S. Senate, or Governor to file petition for placement on the 2016 primary election ballot with the secretary of state following certification of petition signatures by county voter registration offices. A request for ballot placement must accompany the petition for the office of president and a declaration of candidacy must accompany the petition for the office of U.S. Senate and Governor. (IC 3-8-2-4; IC 3-8-2-5; IC 3-8-3-1; IC 3-8-3-4)

STATE FORMS:
CAN-7 (Request for Presidential Primary Ballot Placement) and CAN-8 (Indiana Petition for Presidential Primary Ballot Placement);
CAN-4 (Indiana Petition for Primary Ballot Placement as a Candidate for United States Senator); and CAN-2 Declaration of Candidacy for Primary Nomination in 2016 (U.S. Senate);
CAN-25 (Petition for Primary Ballot Placement as a Candidate for Governor) and CAN-2 Declaration of Candidacy for Primary Nomination in 2016; (Governor)

CAN **DEADLINE**, by noon, Indianapolis time, for a major party candidate for U.S. Representative, state legislative office, or judicial office to file a declaration of candidacy with the election division for the 2016 primary election. (IC 3-8-2-4; IC 3-8-2-6) **STATE FORM: CAN-2 (Declaration of Candidacy for Primary Nomination in 2016)**

Friday, February 5, 2016 continued

CAN **DEADLINE,** by noon, Indianapolis time, for an individual to file a declaration of candidacy with the Indiana election division a declaration of candidacy for election to the Allen County Superior Court or the Vanderburgh County superior court at the 2016 general election. (IC 3-8-2-4; IC 33-33-2-9; IC 33-33-82-31) **STATE FORM: CAN-41 (Allen County/Vanderburgh County Superior Court Judge Declaration of Candidacy in 2016)**

CAN **DEADLINE**, by noon, for major party candidate for all **local offices** (except for judicial office) to file a declaration of candidacy with the county election board or the Lake and Tippecanoe County boards of elections and registration for the 2016 primary election. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; IC 3-8-2-6) **STATE FORMS: CAN-2 (Declaration of Candidacy for Primary Nomination in 2016; CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN **DEADLINE**, by noon, for an individual to file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for nomination to a **town office** by a major political party at the 2016 primary election in those towns with a population of less than 3,500 that elect some or all town officials in 2016 and that have adopted an ordinance to nominate candidates for town offices at the primary election. This declaration must be filed in the office of the county election board located in the county containing the greatest percentage of population of the town. The declaration must be accompanied by a Statement of Economic Interests. (IC 3-8-2-4; IC 3-8-2-6; IC 3-8-5-2) **STATE FORMS: CAN-2 (Declaration of Candidacy for Primary Nomination in 2016; CAN-12 (Statement of Economic Interests for Local and School Board Offices)**

CAN **DEADLINE**, by noon, for an individual to file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for election as a major party state convention delegate in the 2016 primary. (IC 3-10-1-4(b)(2); IC 3-8-2-3; IC 3-8-2-4; IC 3-8-2-6) **STATE FORM: CAN-37 (Declaration of Candidacy for Precinct Committeeman and State Convention Delegate in 2016)**

CAN **DEADLINE**, by noon, for an individual to file a declaration of candidacy with a county election board or the Lake and Tippecanoe County boards of elections and registration for election as a Republican Party precinct committeemen in the 2016 primary. (IC 3-10-1-4.6; IC 3-8-2-3; IC 3-8-2-4; IC 3-8-2-6) **STATE FORM: CAN-37 (Declaration of Candidacy for Precinct Committeeman and State Convention Delegate in 2016)**

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

Monday, February 8, 2016

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

Friday, February 12, 2016

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

CAN **DEADLINE**, by noon, for an appointed member of a county election board affiliated with a major political party to file a statement with the circuit court clerk or Lake and Tippecanoe County boards of elections and registration stating that the names of unopposed candidates of that political party for precinct committeemen and state convention delegate are to be printed on the party's primary election ballot. (IC 3-10-1-5)

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

Wednesday, February 17, 2016

DEADLINE for the Lake County board of elections and registration to notify candidates whose place on the primary election ballot will be determined by the ballot lottery to be conducted by the board of the time and place where the public lottery will be conducted. (IC 3-10-1-18)

Friday, February 19, 2016

CAN **DEADLINE** for the Indiana election division to transmit to each county election board and the Lake and Tippecanoe County boards of elections and registration a certified list containing the name of each person for whom a declaration of candidacy has been filed with the Indiana election division. (IC 3-8-2-17)

CFA **DEADLINE**, by noon, for the Indiana election division, a county election board, or the Lake and Tippecanoe County boards of elections and registration to determine if a candidate who has filed a declaration of candidacy for the primary election has filed a campaign finance statement of organization for the candidate's committee. (IC 3-8-1-1.6)

DEADLINE by noon, for a local public question to be certified to the circuit court clerk or the Lake and Tippecanoe County boards of elections and registration for placement on the primary election ballot. (IC 3-10-9-3)

Monday, February 22, 2016

CAN **DEADLINE** for the Lake County board of elections and registration to conduct a public lottery to determine the random placement of candidates on the primary election ballot *(other than candidates for precinct committeeman and state convention delegate)*. (*Transferred from Saturday, February 20;* IC 3-10-1-18)

Tuesday, February 23, 2016

First day that the proprietor or manager of a residential facility *(other than a mental health facility)* must maintain a list of residents for use by poll takers in the primary election. (IC 3-6-11-5)

Thursday, February 25, 2016

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

MARCH 2016

Tuesday, March 1, 2016

CFA **DEADLINE**, by noon, for all **regular party committees** to file the **2015 annual campaign finance report** with the Indiana election division, a county election board, or the Lake and Tippecanoe County boards of elections and registration. This deadline applies whether the report was hand-delivered, sent by U.S. mail, or otherwise delivered to the division or board. (IC 3-9-5-10) **STATE FORM: CFA-4 (Report of Receipts and Expenditures of a Political Committee)**

PRIMARY ELECTION DAY- MAY 3, 2016 (3-10-6-2)

GENERAL ELECTION DAY- NOVEMBER 8, 2016 (3-10-6-5)