

Auditor's Calendar to the 2017 City Elections

City Primary Election: Oct. 10, 2017

Regular City Election: Nov. 7, 2017

City Runoff Election: Dec. 5, 2017

■ Text in purple = City Clerks

■ Text in black = County Auditor

■ Text in orange = I-VOTERS

Days from Election	Date	Event	Code Cite
	Anytime	<p>Create Election. The "Election Details" may be entered at any time. Absentee requests may be entered at any time after the election is created.</p> <p>Best Practice: Use this format for naming your election: 2017 [County Name] County City Election (or City Primary or City Runoff).</p>	
Regular -90 Primary -62	Wed, Aug. 9	<p>Certification of Nomination Process. Deadline for city clerk to certify nomination process to auditor. No changes may be made after certification.</p>	§376.6(2)
Regular -85 Primary -57	Mon, Aug. 14	<p>City Primary Election Candidate Filing Begins. First day to file nomination papers with the auditor or designated city clerk.</p>	§376.4(1)(a)
Regular -73 Primary -45	Sat, Aug. 26	<p>Last Day for Vacancies for Cities With Primary Election Provisions. In city offices for cities with primary election provisions, vacancies occurring on or before today must be filled at the 2017 regular city election. Vacancies occurring after this date cannot be filled at this year's regular city election and instead must wait to be filled until the next intervening special election for the city or the next regular city election.</p>	§372.13(2)(a)(1)
Regular -71 Primary -43	Mon, Aug. 28	<p>Regular City Election Candidate Filing Begins. First day to file nomination papers with the auditor or designated city clerk for cities without primary provisions.</p>	§376.4(1)(a)
Regular -70 Primary -42	Tue, Aug. 29	<p>Last day for NPPOs to replace candidates for the city primary election who withdrew, died or were found ineligible (Chapter 44 cities only).</p>	§44.11
		<p>City Primary Election Candidate Filing Deadline. Last day to file nomination papers with the auditor or designated city clerk. Deadline is 5 p.m.</p>	§376.4(1)(a)
Regular -68 Primary -40	Thurs, Aug. 31 5 p.m.	<p>Set Up Election for City Primary Election. Include contests from election template and add candidates. Add vacancies if needed.</p> <p>Control Counties: Post Shared Contests for City Primary Election. Contests, including races and vacancies, must be entered before sharing. Candidate names can be added, edited or deleted at any time if the race is entered before the contests are shared.</p> <p>Auditor's office must be open until 5 p.m. City Clerks designated to receive nomination papers must be open until 5 p.m.</p>	§376.4(3)

Days from Election	Date	Event	Code Cite
Regular -67 Primary -39	Friday, Sept. 1	City Primary Election Nominations and Public Measures Delivered. City clerk must deliver the full text of all public measures to be included on the regular city election ballot and any nomination papers to the auditor by 12:00 noon <i>No public measures appear on ballots at the city primary election.</i>	§376.4(6)
Regular -64 Primary -36	Mon, Sept. 4	Labor Day – State Offices Closed.	§1C.1
		City Primary Election Candidate Withdrawal Deadline. Last day for candidates to withdraw by filing a written request with the auditor or designated city clerk. Deadline is 5 p.m.	§44.9(6), 376.4(6)
		City Primary Election Candidate Objection Deadline. Last day to file written objections to nomination papers or eligibility of a candidate with the auditor or designated city clerk. Deadline is 5 p.m.	§44.4(2), 376.4(6)
		Auditor’s office must be open until 5 p.m.	
		Important Note: Absentee ballots for the city primary election must be ready as soon as practicable. Once ballots are ready, absentee voting must begin by mail and in the auditor’s office.	§53.10(1)
Regular -63 Primary -35	Tue, Sept. 5 5 p.m.	Health Care Facility Delivery for the City Primary Election. Within 10 days after ballots are printed, the auditor may send teams to deliver ballots to residents and patients of health care facilities. After this 10 day window, ballots cannot be delivered to health care facilities again until the 14 th day before the election.	§53.8(3), 53.22(1)(a)
		Non-Control Counties: Include shared contests for contests for which you are the non-control county for City Primary Election.	
		Generate Ballot Styles for City Primary Election. Verify that all contests for which you are the non-control county have been shared and included. Failure to include all contests before generating ballot styles will require regenerating the election. Rename your system ballot styles.	
		Pull Absentees for City Primary Election. Pull absentees in “Generate Ballot Styles” to include UOCAVA absentee requests and election-specific requests already entered. Print absentee ballot labels.	
Regular -58 Primary -30	Sun, Sept. 10 5 p.m.	Satellite Voting Petition Deadline for the City Primary Election. A petition requesting a satellite absentee voting station must be filed no later than 5 p.m. on the 30 th day before the election. <i>This deadline falls on Sun and is therefore moved to the next business day.</i>	§47.4, 53.11(2)(b)
	Moved to Mon, Sept. 11 5 p.m.	At least seven days before the first day of a satellite, the auditor must notify the political parties’ chairpersons of the date, time, and location of a satellite so the parties may appoint observers.	§53.11(5)
		Auditor’s office must be open until 5 p.m.	
Regular -56 Primary -28	Tue, Sept. 12	School Election Day.	§260C.15(1), 277.1

Days from Election	Date	Event	Code Cite
Regular -52 Primary -24	Sat, Sept. 16	Last Day for Vacancies for Cities Without Primary Election Provisions. In cities without primary election provisions, vacancies occurring on or before today must be filled at the 2017 regular city election. Vacancies occurring after this date cannot be filled at this year's regular city election and instead must wait to be filled until the next intervening special election for the city or the next regular city election.	§372.13(2)(a)(1)
Regular -48 Primary -20	Wed, Sept. 20	City Primary Election Publication Begins. First day to publish notice of changes in polling places (this includes temporary changes). First day the auditor may publish notice of the city primary election and sample ballot. The notice of election must include an accessibility notice.	§49.23, 362.3(1) §49.53, 362.3(1), 376.5, IAC 721— 21.50(10)
Regular -47 Primary -19	Thurs, Sept. 21 5 p.m.	Regular City Election Filing Deadline. Last day to file nomination papers with the auditor or designated city clerk. Deadline is 5 p.m. Auditor's office must be open until 5 p.m. Set Up Election for Regular City Election. Include contests from election template and add candidates. Add measures and vacancies if needed. Control Counties: Post Shared Contests for Regular City Election. Contests, including races, vacancies and measures, must be entered before sharing. Candidate names can be added, edited or deleted at any time if the race is entered before the contests are shared.	§376.4(1)(a) §376.4(3)
Regular -46 Primary -18	Fri, Sept. 22	Regular City Election Nominations and Public Measures Delivered. City clerk must deliver the full text of all public measures to be included on the regular city election ballot and any nomination papers to the auditor by 12:00 noon.	§376.4(6)
Regular -42 Primary -14	Tue, Sept. 26 5 p.m.	Regular City Election Candidate Withdrawal Deadline. Last day for candidates to withdraw by filing a written request with the auditor. Regular City Election Candidate Objection Deadline. Last day to file written objections to nomination papers or eligibility of a candidate with the auditor. Deadline is 5 p.m. Last day for NPPOs to replace candidates for the regular city election who withdrew, died or were found ineligible (Chapter 44 cities only). Auditor's office must be open until 5 p.m. Important Note: Absentee ballots for the regular election must be ready as soon as practicable. Once ballots are ready, absentee voting must begin by mail and in the auditor's office. Health Care Facility Delivery for the Regular City Election. Within 10 days after ballots are printed, the auditor may send teams to deliver ballots to residents and patients of health care facilities. After this 10-day window, ballots cannot be delivered to health care facilities again until the 14 th day before the election.	§44.9(6), 376.4(6) §44.4(2), 376.4(6) §44.11 §53.10(1) §53.8(3), 53.22(1)(a)

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Days from Election	Date	Event	Code Cite
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Regular -42 Primary -14	Tue, Sept. 26 5 p.m.	Health Care Facility Delivery for the City Primary Election. Teams may resume delivery of absentee ballots to residents and patients of health care facilities.	53.22(1)(a)
		City Primary Election Voter Pre-Registration Deadline. The deadline to pre-register to vote for the regular city election is 5 p.m. This applies to registration in person (including registration at driver's license stations or agencies) or by mail.	§48A.9(1)
Regular -39 Primary -11	Fri, Sept. 29 5 p.m.	Exceptions: Mailed voter registration forms postmarked on or before Mon, Sept. 25, are considered on time even if they are received after 5 p.m. today. After today, a person may register to vote at the auditor's office, health care facility, or a satellite absentee voting station and vote an absentee ballot. The process is the same as for registering to vote on election day.	§48A.7A(3)
		Auditor's office must be open 8 a.m. to 5 p.m. if conducting a city primary election.	§48A.9(2)
		City Primary Election Publication Deadline. Last day to publish notice of election, sample ballot, and polling place changes for the city primary election. The notice of election must include an accessibility notice.	§49.23, 49.53, 362.3(1), 376.5, IAC 721— 21.50(10)
		Deadline to request an absentee by mail for the city primary election. Deadline is 5 p.m.	§53.2(1)(b)
Regular -32 Primary -4	Fri, Oct. 6 5 p.m.	Last Day to Submit Written Challenges to Absentee Voters for the City Primary Election. A person qualified to vote in the election may submit a written challenge to the qualifications of an absentee voter until 5 p.m. to the auditor (observers witnessing the processing of absentee ballots may submit challenges on Mon, Oct. 9, and until the polls close on election day).	§53.31(1)
		Absentee Affidavits for the City Primary Election. Last day for auditor to review absentee affidavits received by 5 p.m.	§53.18(2)
		Non-Control Counties: Send election registers to the control county for City Primary Election. Contact the control county to determine when they want these and in which format. Also, send supplemental registers on Mon, Oct. 9, if necessary.	
		Auditor's office must be open until 5 p.m. if conducting a city primary election.	
Regular -31 Primary -3	Sat, Oct. 7 – Election Day at 4 p.m.	Voters admitted to hospitals or nursing homes after 12 a.m. Oct. 7 may call to request delivery of an absentee ballot for the city primary election. Deadline for a telephone request is 4 p.m. on election day.	§53.22(2)

Days from Election	Date	Event	Code Cite
Regular -30 Primary -2	Sun, Oct. 8 5 p.m.	Satellite Voting Petition Deadline for the Regular City Election. A petition requesting a satellite absentee voting station must be filed no later than 5 p.m. on the 30 th day before the election. <i>This deadline falls on Sun and is therefore moved to the next business day.</i>	§47.4, 53.11(2)(b)
	Moved to		
	Mon, Oct. 9 5 p.m.	At least seven days before the first day of a satellite, the auditor must notify the political parties' chairpersons of the date, time, and location of a satellite so the parties may appoint observers.	
		Equipment Testing Deadline for City Primary Election. Last day to test voting equipment. Keep testing results in your files. Must be finished testing no later than 12 hours before the polls open.	§53.11(5)
		PEO Training Deadline for City Primary Election. Last day for training precinct election officials.	§52.35
		Last Day for Voters to Fix Incomplete Affidavits for City Primary Election. Voters have until 5 p.m. to fix incomplete affidavit envelopes.	§49.124(1)
Regular -29 Primary -1	Mon, Oct. 9 5 p.m.	Absentee Ballot In-Person Deadline for City Primary Election. Last day to request and vote an absentee ballot in person at the auditor's office. Exception: If the polls open at noon on election day, voters may vote by absentee ballot in person at the auditor's office from 8 a.m. until 11 a.m.	§53.18(2)
		Auditor May Convene ASVP Board for City Primary Election. The board may review affidavits and decide which ballots to accept for counting. If secrecy envelopes were enclosed with all absentee ballots, the auditor may direct the board to open the affidavit envelopes and remove the secrecy envelopes.	§53.2(1)(a)
		Notify the county political party chairpersons of the time the ASVP board will be convened.	§53.23(3)(b)(1)
		Auditor's office must be open until 5 p.m.	
		City Primary Election Day, if necessary. A city primary must be held for offices in cities with primary election provisions when the number of candidates who filed is more than twice the number of seats to be filled for an office. Polls are open from 7 a.m. until 8 p.m.	§49.73(1), 376.7(1)
Regular -28	Tue, Oct. 10	Exception: The polls may be opened at noon for any city election unless the auditor receives a petition objecting to the shortened hours.	§49.73(2)
		If the polls open at noon, voters may vote by absentee ballot in person at the auditor's office from 8 a.m. until 11 a.m.	§53.2(1)(a)
		Electronically Submitted Absentee Ballot Requests Must be Matched with Originals for City Primary Election. If an electronic or faxed request was submitted, the original absentee ballot request must be received by the time the polls close. If the original does not arrive on time or was postmarked after Fri, Oct. 6, the ballot cannot be counted. Notify the voter the ballot was rejected. This requirement does not apply to UOCAVA voters.	IAC 721—21.2(2)

Days from Election	Date	Event	Code Cite
		Post the Number of Provisional Ballots Cast in the City Primary Election. Number of provisional ballots cast in each precinct must be posted as soon as possible.	50.20
		ASVP Board Must Reconvene at Noon for the City Primary Election. ASVP board must reconvene at noon to consider provisional ballots and absentee ballots postmarked Mon, Oct. 9, or earlier.	§50.21, 50.22
Regular -26 Primary +1	Wed, Oct. 11	Ballots and Election Supplies Returned. Election supplies from each precinct, including election register, tally list, and ballots, must be returned by noon. Send messengers for supplies not returned by noon. <i>Best Practice:</i> Have voted ballots returned to auditor's office on election night after the polls close.	§50.10, 50.17, 50.23
		Enter Results in I-VOTERS for City Primary Election. Results can be entered any time after the polls close. Pull "Results Data" in "Election Results" before entering results. Do not use the "Unofficial Results" tab. Results must be entered in the "Official Results" tab to print election canvass summary and abstracts.	
Regular -26 Primary +2	Thurs, Oct. 12	Absentee Ballot Receipt Deadline for City Primary Election. Absentee ballots postmarked on Mon, Oct. 9, or earlier and received before the county canvass are considered on time to be counted. County Canvass of Votes for City Primary Election. Must occur on this day no earlier than 1 p.m.	§53.17(3) §376.7(1)
		City Primary Election Write-In Nominees' Filing Deadline. Persons nominated by write-in votes in the city primary election must file an affidavit of candidacy with the county auditor by 5 p.m. or their write-in votes will be disregarded.	§376.11(3)
Regular -25 Primary +3	Fri, Oct. 13 5 p.m.	Recount Request Deadline for City Primary Election. Written requests must be filed with the auditor by 5 p.m. on the third day after the election. Control Counties: Send copies of election registers to non-control county for City Primary Election. Last day for control counties to send copies of election registers and records of counted absentee ballots to the non-control county. The non-control county needs these to process vote credit. Auditor's office must be open until 5 p.m. if a city primary election was held.	§50.48(7)
Regular -20 Primary +8	Wed, Oct. 18	Regular City Election Publication Begins. First day to publish notice of changes in polling places (this includes temporary changes). First day the auditor may publish notice of the regular city election and sample ballot. The notice of election must include an accessibility notice.	§49.23, 362.3(1) §49.23, 49.53, 362.3(1), 376.5, IAC 721— 21.50(10)

Days from Election	Date	Event	Code Cite
Regular -18 Primary +10	Fri, Oct. 20	City Primary Election Contest Notice Deadline. Statement of intent to contest the election must be filed in the city clerk's office no later than 10 days after the election.	§376.10
Regular -15	Mon, Oct. 23	Regular City Election Worry-Free Postmark Date. Mailed voter registration forms which are postmarked on or before today are considered on time to be pre-registered for the regular city election even if they are received after Fri, Oct. 27. Last Day to Appoint Precinct Election Officials for Regular City Election. Appointed by the auditor.	§48A.9(3) §49.13(1)
Regular -14	Tue, Oct. 24	Health Care Facility Delivery for the Regular City Election. Teams may resume delivery of absentee ballots to residents and patients of health care facilities.	§53.22(1)(a)
Regular -11	Fri, Oct. 27 5 p.m.	Regular City Election Voter Pre-Registration Deadline. The deadline to pre-register to vote for the regular city election is 5 p.m. This applies to registration in person (including registration at driver's license stations or agencies) or by mail. Exceptions: Mailed voter registration forms postmarked on or before Mon, Oct. 23, are considered on time even if they are received after 5 p.m. today. After today, a person may register to vote at the auditor's office, health care facility, or a satellite absentee voting station and vote an absentee ballot. The process is the same as for registering to vote on election day. Auditor's office must be open from 8 a.m. to 5 p.m.	§48A.9(1) §48A.7A(3) §48A.9(2)
Regular -4	Fri, Nov. 3 – 5 p.m.	Regular City Election Publication Deadline. Last day to publish notice of election, sample ballot, and polling place changes for the regular city election. The notice of election must include an accessibility notice. Deadline to request an absentee by mail for the regular city election. Last Day to Submit Written Challenges to Absentee Voters for the Regular City Election. A person qualified to vote in the election may submit a written challenge to the qualifications of an absentee voter until 5 p.m. to the auditor (observers witnessing the processing of absentee ballots may submit challenges on Mon, Nov. 3, and until the polls close on election day). Last Day to Review Absentee Affidavits for the Regular City Election. Last day for auditor to review absentee affidavits received by 5 p.m. Non-Control Counties: Send election registers to the control county for Regular City Election. Contact the control county to determine when they want these and in which format. Also, send supplemental registers on Mon, Nov. 6, if necessary. Auditor's office must be open until 5 p.m.	§49.23, 49.53, 362.3(1), 376.5, IAC 721— 21.50(10) §53.2(1)(b) §53.31(1) §53.18(2)

Days from Election	Date	Event	Code Cite
Regular -3	Sat, Nov 4 – Election Day at 4 p.m.	Voters admitted to hospitals or nursing homes after 12 a.m. Nov. 4 may call to request delivery of an absentee ballot for the regular city election. Deadline for a telephone request is 4 p.m. on election day.	§53.22(2)
		Equipment Testing Deadline for Regular City Election. Last day to test voting equipment. Keep testing results in your files. Must be finished testing not later than 12 hours before the polls open.	§52.35
		PEO Training Deadline for Regular City Election. Last day for training precinct election officials.	§49.124(1)
		Last Day for Voters to Fix Incomplete Affidavits for Regular City Election. Voters have until 5 p.m. to fix incomplete affidavit envelopes.	§53.18(2)
Regular -1	Mon, Nov 6 5 p.m.	Auditor May Convene ASVP Board for Regular City Election. The board may review affidavits and decide which ones to accept for counting. If secrecy envelopes were enclosed with all absentee ballots, the auditor may direct the board to open the affidavit envelopes and remove secrecy envelopes. Notify the county political party chairpersons of the time the ASVP board will be convened.	§53.23(3)(b)(1)
		Absentee Ballot In-Person Deadline for Regular City Election. Last day to request and vote an absentee ballot in person at the auditor's office. Exception: If the polls open at noon on election day, voters may vote by absentee ballot in person at the auditor's office from 8 a.m. until 11 a.m. Auditor's office must be open until 5 p.m.	§53.2(1)(a)
		Regular City Election Day. Polls are open from 7 a.m. until 8 p.m.	§49.73(1), 376.1 §49.73(2)
		Exception: The polls may be opened at noon for any city election unless the auditor receives a petition objecting to the shortened hours. If the polls open at noon, voters may vote by absentee ballot in person at the auditor's office from 8 a.m. until 11 a.m.	§ 53.2(1)(a)
	Tue, Nov 7	Electronically Submitted Absentee Ballot Requests Must be Matched with Originals for Regular City Election. If an electronic or faxed request was submitted, the original absentee ballot request must be received by the time the polls close. If the original does not arrive on time or was postmarked after Fri, Nov. 3, the ballot cannot be counted. Notify the voter the ballot was rejected. This requirement does not apply to UOCAVA voters.	IAC 721—21.2(2)
Regular +1 Runoff -27	Wed, Nov 8	Post the Number of Provisional Ballots for the Regular City Election for Cities with Runoff Provisions. Number of provisional ballots cast in each precinct must be posted as soon as possible after the election.	§50.20

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Days from Election	Date	Event	Code Cite
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Regular +1 Runoff -27	Wed, Nov 8	<p>ASVP Board Must Reconvene at Noon for the Regular City Election for Cities with Runoff Provisions. ASVP board must reconvene at noon to consider provisional ballots and absentee ballots postmarked Mon, Nov. 6, or earlier.</p> <p>Ballots and Election Supplies Returned. Election supplies from each precinct, including election register, tally list, and ballots, must be returned by noon. Send messengers for supplies not returned by noon.</p> <p>Best Practice: Have voted ballots returned to auditor’s office on election night after the polls close.</p> <p>Enter Results in I-VOTERS for Regular City Election. Results can be entered any time after the polls close. Pull “Results Data” in “Election Results” before entering results. Do not use the “Unofficial Results” tab. Results must be entered in the “Official Results” tab to print certificates, abstracts, and election canvass summary.</p>	§50.21, 50.22 §50.10, 50.17, 50.23
Regular +2 Runoff -26	Thurs, Nov 9	<p>Absentee Ballot Receipt Deadline for the Regular City Election for Cities with Runoff Provisions. Absentee ballots postmarked Mon, Nov. 6, or earlier and received before the county canvass are on time to be counted.</p> <p>County Canvass of Votes for Regular City Election for Cities with Runoff Provisions. Must occur on this day no earlier than 1 p.m.</p> <p>Post the Number of Provisional Ballots for the Regular City Election for Cities without Runoff Provisions. Number of provisional ballots cast in each precinct must be posted by 9 a.m. on the second day after the election.</p> <p>ASVP Board May Reconvene for the Regular City Election for Cities without Runoff Provisions. ASVP board may reconvene no earlier than noon to consider provisional ballots and absentee ballots postmarked Mon, Nov. 6, or earlier.</p>	§53.17(3) §376.9(1) §50.20 §50.21, 50.22
Regular +3 Runoff -25	Fri, Nov 10	Veteran’s Day (Observed) – State Offices Closed.	§1C.1
Regular +3 Runoff -25	Fri, Nov 10 5 p.m. Moved to Mon, Nov 13 5 p.m. due to Veterans Day	<p>Recount Request Deadline for Cities with Runoff Provisions. Written requests must be filed in the auditor’s office by 5 p.m. on the third day after the election.</p> <p>Write-In Winner Resignation Deadline for Cities with Runoff Provisions. If a person is elected by write-in votes and does not want the office, they must submit their resignation in writing to the auditor by 5 p.m. on the day after the canvass.</p> <p>Last Day for Write-In Candidates to File Affidavits of Candidacy for City Runoff Election. In cities with runoff provisions, candidates who received write-in votes at the regular city election must file affidavits of candidacy with the auditor no later than the day after the canvass to become eligible for the city runoff election.</p>	§50.48(7) §376.11(4) §376.11(5)
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Days from Election	Date	Event	Code Cite
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		Auditor's office must be open until 5 p.m. if necessary.	
		Important Note: Absentee ballots for the city runoff election must be ready as soon as practicable. Once ballots are ready, absentee voting must begin by mail and in the auditor's office.	§53.10(1)
Regular +3 Runoff -25	Fri, Nov 10 5 p.m. Moved to Mon, Nov 13 5 p.m. due to Veterans Day	Health Care Facility Delivery for the City Runoff Election. Within 10 days after ballots are printed, the auditor may send teams to deliver ballots to residents and patients of health care facilities. After this 10-day window, ballots cannot be delivered to health care facilities again until the 14 th day before the election. Control Counties: Send copies of election registers to non-control county for Regular City Election. Control counties send copies of election registers and records of counted absentee ballots to the non-control county. The non-control county needs these to process vote credit. Set Up Election for City Runoff Election. Include contests from election template and add candidates. Control Counties: Post Shared Contests for City Runoff Election. Contests must be entered before sharing. Candidate names can be added, edited or deleted at any time if the race is entered before the contests are shared.	§53.8(3), §53.22(1)(a)
Regular +7	Mon, Nov 13	Absentee Ballot Receipt Deadline for Regular City Election for Cities without Runoff Provisions. Absentee ballots postmarked on Mon, Nov. 6, or earlier and received by noon on Mon, Nov. 13, are considered on time to be counted.	§53.17(2)
Regular +7 / +8	Mon, Nov. 13/ Tue, Nov. 14	County Canvass of Votes for Regular City Election for Cities without Runoff Provisions. May occur either on Tue or Wed.	§50.24(1)
		Satellite Voting Petition Deadline for City Runoff Election. A petition requesting a satellite absentee voting station must be filed no later than 5 p.m. on the 21st day before the election. At least seven days before the first day of a satellite, the auditor must notify the political parties' chairpersons of the date, time, and location of a satellite so the parties may appoint observers.	§53.11(2)(c), 53.11(5)
Runoff -21	Tue, Nov. 14 5 p.m.	Auditor's office must be open until 5 p.m. if conducting a city runoff election. Generate Ballot Styles for City Runoff Election. Verify that all contests for which you are the non-control county have been shared and included. Failure to include all contests before generating ballot styles will require regenerating the election. Rename your system ballot styles. Pull Absentees for City Runoff Election. Pull absentees in "Generate Ballot Styles" to include UOCAVA absentee requests and election-specific requests already entered. Print absentee ballot labels.	

Days from Election	Date	Event	Code Cite
Runoff -20	Wed, Nov. 15	<p>City Runoff Election Publication Begins. First day to publish notice of changes in polling places (this includes temporary changes.</p> <p>First day the auditor may publish notice of the city runoff election and sample ballot. The notice of election must include an accessibility notice.</p>	<p>§49.23, 362.3(1)</p> <p>§49.23, 49.53, 362.3(1), 376.5, IAC 721— 21.50(10)</p>
Regular + 9 / +10	Thurs, Nov. 16/ Fri, Nov. 17 5 p.m.	<p>Recount Request Deadline for Cities without Runoff Provisions. Written requests must be filed with the auditor by 5 p.m. on the third day after the county canvass of votes.</p> <p>Auditor's office must be open until 5 p.m.</p>	§50.48(1)(a)
Regular +10 Runoff -18	Fri, Nov. 17	<p>Regular City Election Contest Notice Deadline. Statement of intent to contest the election must be filed in the city clerk's office no later than 10 days after the election.</p>	§376.10
Regular +13 Runoff -15	Mon, Nov. 20	<p>City Runoff Election Worry-Free Postmark Date. Mailed voter registration forms which are postmarked on or before today are considered on time to be pre-registered for the runoff city election even if they are received after Fri, Nov. 24.</p> <p>Last Day to Appoint Precinct Election Officials for City Runoff Election. Appointed by the auditor.</p>	<p>§48A.9(3)</p> <p>§49.13(1)</p>
Runoff -14	Tue, Nov. 21	<p>Health Care Facility Delivery for the City Runoff Election. Teams may resume delivery of absentee ballots to residents and patients of health care facilities.</p>	§53.22(1)(a)
Regular +16 / +17 Runoff -13 / -12	Thurs, Nov. 23 – Fri, Nov. 24	Thanksgiving and Day After Thanksgiving – State Offices Closed.	§1C.1
Primary +45 Regular +17	Fri, Nov. 24 5 p.m.	<p>City Primary EDR Acknowledgment Deadline. Last day to mail acknowledgments to voters who registered and voted after the city primary election pre-registration deadline.</p>	§48A.26A(1)
Regular +20 Runoff -8	Mon, Nov. 27 5 p.m.	<p>Write-In Winner Resignation Deadline for Cities without Runoff Provisions. If a person is elected by write-in votes, they can submit their resignation in writing to the city clerk by 5 p.m. by the tenth day after the canvass. <i>*Deadline moved from Thursday, Nov. 23 - Friday, Nov. 24 due to Thanksgiving.</i></p> <p>If the write-in winner resigns, the person who received the next highest number of votes is notified by the clerk that they may assume the office. Citizens may petition for a special election. If the next highest vote getter declines within 10 days of the clerk's notice, the office is vacant at the end of the term.</p> <p>City clerk's office must be open until 5 p.m. if necessary.</p>	<p>§376.11(1), 376.11(2)</p>

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Days from Election	Date	Event	Code Cite
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Regular +20 Runoff -8	Mon, Nov. 27 5 p.m.	<p>City Runoff Election Voter Pre-Registration Deadline. The deadline to pre-register to vote for the runoff city election is 5 p.m. This applies to registration in person (including registration at driver's license stations or agencies) or by mail. <i>*Deadline moved from Friday, November 24 due to Thanksgiving.</i></p>	§48A.9(1)
		<p>Exceptions: Mailed voter registration forms postmarked on or before Mon, Nov. 20, are considered on time even if they are received after 5 p.m. today.</p> <p>After today, a person may register to vote at the auditor's office or a satellite absentee voting station and vote an absentee ballot. The process is the same as for registering to vote on election day.</p> <p>Auditor's office must be open from 8 a.m. to 5 p.m.</p>	§48A.7A(3) §48A.9(2)
Runoff -4	Fri, Dec. 1	<p>Deadline to request an absentee by mail for the city runoff election. Deadline is 5 p.m. <i>*Deadline moved from Fri, Dec. 1, due to the Thanksgiving holiday unless the auditor's office is open on Fri.</i></p>	§53.2(1)(b)
		<p>Last Day to Review Absentee Affidavits for the City Runoff Election. Last day for auditor to review absentee affidavits received by 5 p.m. <i>*Deadline moved from Fri, Dec. 1, due to the Thanksgiving holiday unless the auditor's office is open on Fri.</i></p>	§53.18(2)
		<p>Auditor's office must be open until 5 p.m.</p> <p>Non-Control Counties: Send election registers to the control county for City Runoff Election. Contact the control county to determine when they want these and in which format. Also, send supplemental registers on Mon, Dec. 4, if necessary.</p> <p>City Runoff Election Publication Deadline. Last day to publish notice of election, sample ballot, and polling place changes for the city runoff election. The notice of election must include an accessibility notice.</p>	§49.23, 49.53, 362.3(1), 376.5, IAC 721— 21.50(10)
Runoff -3	Sat, Dec. 2 – Election Day at 4 p.m.	<p>Voters admitted to hospitals or nursing homes after 12 a.m. Nov. 28 may call to request delivery of an absentee ballot for the city runoff election. Deadline for a telephone request is 4 p.m. on election day.</p>	§53.22(2)
Runoff -1	Mon, Dec. 4 5 p.m.	<p>Last Day to Submit Written Challenges to Absentee Voters for the City Runoff Election. A person qualified to vote at the election may submit a written challenge to the qualifications of an absentee voter until 5 p.m. to the auditor (observers witnessing the processing of absentee ballots may submit challenges on Mon and until the polls close on election day). <i>*Deadline moved from Fri, Dec. 1 due to Thanksgiving holiday unless the auditor's office is open on Fri.</i></p>	§47.4, 53.31(1)
		<p>Equipment Testing Deadline for City Runoff Election. Last day to test voting equipment. Keep testing results in your files. Must be finished testing not later than 12 hours before the polls open.</p> <p style="text-align: right;"><i>Continued on next page...</i></p>	§52.35

Days from Election	Date	Event	Code Cite
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Runoff -1	Mon, Dec. 4 5 p.m.	PEO Training Deadline for City Runoff Election. Last day for training precinct election officials.	§49.124(1)
		Last Day for Voters to Fix Incomplete Affidavits for City Runoff Election. Voters have until 5 p.m. to fix incomplete affidavit envelopes.	§53.18(2)
		Auditor May Convene ASVP Board for City Runoff Election. The board may review affidavits and decide which ballots to accept for counting. If secrecy envelopes were enclosed with all absentee ballots, the auditor may direct the board to open the affidavit envelopes and remove secrecy envelopes.	§53.23(3)(b)(1)
		Notify the county political party chairpersons of the time the ASVP board will be convened.	
		Absentee Ballot In-Person Deadline for City Runoff Election. Last day to request and vote an absentee ballot in person at the county auditor's office.	§53.2(1)(a)
		Exception: If the polls open at noon on election day, voters may vote by absentee ballot in person at the auditor's office from 8 a.m. until 11 a.m.	
		Auditor's office must be open until 5 p.m.	
		City Runoff Election Day. Polls are open from 7 a.m. until 8 p.m. Held only in cities with runoff provisions and for offices for which no one received a majority of the votes at the regular city election or if a write-in winner refused the office.	§49.73(1), 376.9, 376.11(4)
		Exception: The polls may be opened at noon for any city election unless the auditor receives a petition objecting to the shortened hours.	§49.73(2)
	Tue, Dec. 5	If the polls open at noon on election day, voters may vote by absentee ballot in person at the auditor's office from 8 a.m. until 11 a.m.	§53.2(1)(a)
		Electronically Submitted Absentee Ballot Requests Must be Matched with Originals. If an electronic or faxed request was submitted, the original absentee ballot request must be received by the time the polls close. If the original does not arrive on time or was postmarked after Fri, Dec. 1, the ballot cannot be counted. Notify the voter the ballot was rejected. This requirement does not apply to UOCAVA voters.	IAC 721—21.2(2)
Runoff +1	Wed, Dec. 6	Ballots and Election Supplies Returned. Election supplies from each precinct, including election register, tally list, and ballots, must be returned by noon. Send messengers for supplies not returned by noon.	§50.10, 50.17, 50.23
		Best Practice: Have voted ballots returned to auditor's office on election night after the polls close.	

Days from Election	Date	Event	Code Cite
		Post the Number of Provisional Ballots Cast in the City Runoff Election. Number of provisional ballots cast in each precinct must be posted by 9 a.m. on the second day after the election.	§50.20
Runoff +2	Thurs, Dec. 7	ASVP Board May Reconvene at Noon for the City Runoff Election. ASVP board may reconvene no earlier than noon to consider provisional ballots and absentee ballots postmarked Mon, Dec. 4, or earlier. Enter Results in I-VOTERS for City Runoff Election. Results can be entered any time after the polls close. Pull “Results Data” in “Election Results” before entering results. Do not use the “Unofficial Results” tab. Results must be entered in the “Official Results” tab to print certificates, abstracts, and election canvass summary.	§50.21, 50.22
Primary +60	Sat, Dec. 9	Deadline to Update City Primary Election Voter History. Last day to add voter election participation for the city primary election in I-VOTERS.	§48A.38(2)
Runoff +6 / +7	Mon, Dec. 11/ Tue, Dec. 12	Absentee Ballot Receipt Deadline for City Runoff Election. Absentee ballots postmarked on Mon, Dec. 4, or earlier and received by noon on Mon, Dec. 11, are considered on time to be counted. County Canvass of Votes for City Runoff Election. May occur on Mon or Tue. Control Counties: Send copies of election registers to non-control county for City Runoff Election. Control counties send copies of election registers and records of counted absentee ballots to the non-control county. The non-control county needs these to process vote credit.	§53.17(2) §50.24(1)
Runoff +9 / +10	Thurs, Dec. 14/ Fri, Dec. 15 5 p.m.	Recount Request Deadline for City Runoff Election. Written requests must be filed with the auditor by 5 p.m. on the third day after the county canvass of votes. Auditor’s office must be open until 5 p.m.	§50.48(1)(a)
Runoff +10	Fri, Dec. 15	City Runoff Election Contest Notice Deadline. Statement of intent to contest election must be filed in the city clerk’s office no later than 10 days after the election.	§376.10
Regular +45	Fri, Dec. 22	Regular City EDR Acknowledgment Deadline. Last day to mail acknowledgments to voters who registered and voted after the regular city election pre-registration deadline.	§48A.26A(1)
Regular +60	Sat, Jan. 6, 2018	Deadline to Update City Regular Election Voter History. Last day to add voter election participation for the regular city election in I-VOTERS.	§48A.38(2)

Days from Election	Date	Event	Code Cite
Runoff +45	Fri, Jan. 19, 2018	City Runoff EDR Acknowledgment Deadline. Last day to mail acknowledgments to voters who registered and voted after the city runoff election pre-registration deadline.	§48A.26A(1)
Runoff +60	Sat, Feb. 3, 2018	Deadline to Update City Runoff Election Voter History. Last day to add voter election participation for the city runoff election in I-VOTERS.	§48A.38(2)