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DIRECTIVE 2016-31

August 29, 2016

To: All County Boards of Elections
Directors, Deputy Directors, and Members

Re: Ballots and Candidates for the November 8, 2016 Presidential General Election

Summary

This Directive provides the certified form of the official ballot to be used in the November 8, 2016 Presidential General Election and the names of candidates who have been certified by the Ohio Secretary of State.¹

Please note that, in lieu of issuing a separate Directive with specific details covering ballot layout, proofing, and quantities, the Secretary of State's office is issuing only this Directive, which must be used in conjunction with Chapter 4, Ballots, of the Election Official Manual (EOM) when preparing ballots for this election. Chapter 4 of the EOM ([Directive 2016-22](#)) provides specific instructions on the following subjects:

- Ballot format;
- Voter instructions;
- Ballot stubs;
- Candidate ballots (names, restrictions, political party, rotation, etc.);
- Questions and issues ballot;
- Ballot proofs;
- Bid requirements;
- Ballot quantities;
- Logic and accuracy testing; and
- Public test.

Instructions

A. Verifying District Relationships

Before programming any aspect of the central tabulating system for the November 8, 2016 Presidential General Election, boards of elections must verify the accuracy of district

¹ The filing deadline for a write-in candidate is August 29, 2016. Accordingly, the Secretary of State's office will certify the names of any valid write-in candidates who file with the Secretary of State's office after the filing deadline.

relationships in the central tabulating system against the county's voter registration system. This is to ensure that each voter receives the correct ballot style (i.e., the correct combination of candidate offices and issues) based upon that voter's residential address.

As a part of the review for accuracy of district relationships between the county's voter registration system and its tabulating system, but no later than September 16, 2016, the board also must ensure that 1) the Secretary of State's precinct codes (three alphabet letters) are accurate in the tabulating system and, if appropriate, the county's voter registration system; and 2) the precinct names correspond between the two systems.

Note: It also is imperative that a board of elections upload to the statewide voter registration database (SWVRD) any changes to district relationships (including wards and precincts) that have been made locally in the county's voter registration system (VRS).

After the board has completed all changes in the county VRS, but no later than September 16, 2016, the board must send a complete list of the district(s) that had changes to Robin Fields at swvrd@ohiosecretaryofstate.gov. Be sure to include the name and the state code associated with each district so the names can be corrected in the SWVRD.

The board must spot-check at least one voter record for each precinct in the SWVRD against the county's VRS.

B. Official Ballot Forms²

The certified ballot forms accompanying this Directive are for offices to be elected at the November 8, 2016 Presidential General Election. The ballot forms contain the correct title for each office as that title should appear on your county's ballot and the order in which offices must appear on the ballot for all voting systems.

The names of all candidates, who have not withdrawn pursuant to R.C. 3513.30, must be arranged, rotated, and printed upon the ballot in accordance with the provisions of Ohio Revised Code Chapters 3505, 3506, and 3513 and Chapter 4 of the EOM ([Directive 2016-22](#)).

C. Order of Offices³

The order of offices shall be as follows:

President and Vice President
U. S. Senator
Representative to Congress

² R.C. 3505.03, .04, .05, .10.

³ R.C. 3505.03, .10.

State Senator
State Representative
County Commissioner (Full term commencing 1-2-2017)⁴
County Commissioner (Full term commencing 1-3-2017)
Prosecuting Attorney
Clerk of the Court of Common Pleas
Sheriff
County Recorder
County Treasurer
County Engineer
Coroner
Member of the State Board of Education
Chief Justice of the Supreme Court (Full term commencing 1-1-2017)
Justice of the Supreme Court (Full term commencing 1-1-2017)
Justice of the Supreme Court (Full term commencing 1-2-2017)
Judge of the Court of Appeals (full terms in order of date commencing)
Judge of the Court of Common Pleas (full terms in order of date commencing)
Judge of the County Court (full terms in order of date commencing)

If there is both a full and an unexpired term for the same office, place the full term first followed by the unexpired term.

D. Write-In Vote Blank Spaces⁵

A write-in space must be provided on the ballot for every office for which the board of elections or the Secretary of State has received a valid declaration of intent to be a write-in candidate.

The Secretary of State will certify the names of valid write-in candidates who filed with the Secretary of State's Office after the August 29, 2016 deadline.

E. Questions and Issues⁶

Offices for which candidates may be elected are presented on the ballot first, followed by the questions and issues. The ballot form contains examples of some of the local questions and issues that may appear on the ballot in your county. Not every category or type of question/issue will appear on every ballot in every county, so please apply as much of the form as is appropriate to the ballots in your county.

⁴ If an unexpired term election is held for the office of County Commissioner (Unexpired term ending 12-31-2018) or County Auditor (Unexpired term ending 3-10-2019), the offices should appear after the offices for full term with the office of County Commissioner first followed by County Auditor.

⁵ R.C. 3513.041.

⁶ R.C. 3505.06.

Additional instructions on headings, ballot language, and percentage of votes can be found in Chapter 4 of the EOM ([Directive 2016-22](#)).

Questions and issues must be grouped together in the following political subdivision order for elections held in 2016:

- Municipal
- Township
- School and other Districts
- County

Each board of elections may determine the specific order in which the questions/issues within each group are placed on the ballot in that county, however, a board should adopt a method for doing so (i.e., ordered alphabetically or by date filed, etc.). Absentee ballots must contain identical ordering of issues within groups to regular ballots.

Please review the appropriate sections of the Ohio Revised Code, local charter (if applicable), and the [Questions and Issues Handbook](#) for ballot language and formats that are not on the attached ballot forms.

F. Absentee Ballots⁷

Each board of elections must have absentee ballots printed and ready for use 45 days before the general election (September 24, 2016) for Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) voters.

A copy of each absentee ballot (candidates and questions and issues) must be sent to the Secretary of State's office at least 46 days before the election (September 23, 2016). Please send to Serena Henderson via email at shenders@ohiosecretaryofstate.gov.

⁷ R.C. 3509.01; R.C. 3511.04.

G. Candidates Certified by the Secretary of State⁸

The following candidates have been certified to the November 8, 2016 General Election ballot:

For President and Vice President

For President

Hillary Clinton

For Vice President

Tim Kaine

Democratic

For President

Richard Duncan

For Vice President

Ricky Johnson

Nonparty candidates

For President

Gary Johnson

For Vice President

William Weld

For President

Jill Stein

For Vice President

Ajamu Baraka

Green

For President

Donald J. Trump

For Vice President

Michael R. Pence

Republican

⁸ The filing deadline for a write-in candidate is August 29, 2016. Accordingly, the Secretary of State's Office will certify the names of any valid write-in candidates who filed with the Secretary of State's Office after the filing deadline.

For U.S. Senator

Tom Connors
Nonparty candidate

Joseph R. DeMare
Green

Rob Portman
Republican

Scott Rupert
Nonparty candidate

Ted Strickland
Democratic

For Chief Justice of the Supreme Court (Full term commencing 1/1/2017)

Maureen O'Connor

For Justice of the Supreme Court (Full term commencing 1/1/2017)

Pat Fischer
John P. O'Donnell

For Justice of the Supreme Court (Full term commencing 1/2/2017)

Pat DeWine
Cynthia Rice

H. Candidates of Other District Offices (e.g., Representative to Congress, State Senate, State Representative, Member of the State Board of Education and Judge of the Court of Appeals)

Candidates for other district offices must be certified to the appropriate board(s) of elections by the most-populous county board of elections of the district. If you are a less-populous county of a district and have not received a list of candidates from the most-populous county, you must contact the most-populous county before programming your ballots.

If you have any questions regarding this Directive or Chapter 4 of the EOM ([Directive 2016-22](#)), please contact the Secretary of State's elections attorney assigned to your county.

Sincerely,

A handwritten signature in black ink that reads "Jon Husted". The signature is written in a cursive style with a large, looping initial "J".

Jon Husted