

## CHAPTER 5

ELECTIONS — GENERAL PROVISIONS;  
BALLOTS AND VOTING SYSTEMS

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## SUBCHAPTER I

## GENERAL PROVISIONS

**5.01 Scope. (1)** CONSTRUCTION OF CHS. 5 TO 12. Chapters 5 to 12 shall give effect to the will of the electors, if that can be ascertained from the proceedings, notwithstanding informality or failure to fully comply with some of its provisions.

**(2) GENERAL PROVISIONS OF ELECTION LAWS APPLY.** The general provisions of chs. 5 to 12 apply to all elections.

**(3) PLURALITY SHALL ELECT.** In every election to choose any officer, each elector shall have one vote for each office unless clearly indicated otherwise. The person receiving the greatest number of legal votes for the office shall be declared elected, and the canvassers shall so determine and certify.

**(4) TIE VOTE. (a)** If 2 or more candidates for the same office receive the greatest, but equal number of votes, the winner shall be chosen by lot in the presence of the election officials then present.

**(b)** If, in a primary, 2 or more candidates receive an equal but not the greatest number of votes so that only one of those candidates with equal votes may advance to the final election,

the choice shall similarly be made by drawing lots.

**(c)** The candidates may, if all those tied for the same office are present, draw for themselves. Upon refusal or absence of any of the candidates, the election officials shall appoint a competent person to draw, and upon the results declare and certify the winner.

**(5) ELECTION OF GOVERNOR AND LIEUTENANT GOVERNOR. (a)** In every general election to choose the governor and the lieutenant governor, each elector shall have a single vote applicable to both offices. The persons receiving the greatest number of legal votes cast jointly for them for governor and lieutenant governor shall be declared elected, and the canvassers shall so determine and certify.

**(b)** In case 2 or more slates have an equal and the highest number of votes for governor and lieutenant governor, the 2 houses of the legislature shall at the next annual session choose by joint ballot one of the slates so having an equal and the highest number of votes for governor and lieutenant governor.

**History:** 1979 c 89

Where there is substantial compliance with, but a deviation from a provision in an election statute, thereby giving rise to the question of whether the requirement is directory or mandatory, the supreme court in a long line of cases has consistently construed the provision as directory in keeping with (1), which requires that the election laws shall be so con-

strued as to give effect to the will of the electors. *Lanser v. Koconis*, 62 W (2d) 86, 214 NW (2d) 425.

**5.02 Definitions.** In chs. 5 to 12, unless the context requires otherwise:

- (1) "Automatic tabulating equipment" means apparatus which automatically examines and counts votes recorded on ballots or voting machines and tabulates the results.
- (1e) "Ballot" means a tabulating card, ballot label, sheet of paper or envelope on which votes are recorded. The term also includes a sheet or card, filmstrip or other device listing or containing information relative to offices, candidates and referenda which is placed, projected or composed on the board or screen inside a voting machine.
- (1m) "Ballot label" means the page, card to material containing the names of offices and candidates or referenda to be voted on, which is placed on a voting device. The term does not include a paster applied to ballots to fill a vacancy in a nomination.
- (1s) "Board" means the elections board.
- (2) "County clerk" includes the executive secretary of the county board of election commissioners and their authorized representatives.
- (3) "Educational officer" means the state superintendent and school board members.
- (4) "Election" means every public primary and election.
- (4m) "Electronic voting system" means a system in which votes are recorded on ballots, and the votes are subsequently counted and tabulated by automatic tabulating equipment. The term also includes a voting machine on which votes are recorded and tabulated by electronic means.
- (5) "General election" means the election held in even-numbered years on the Tuesday after the first Monday in November to elect United States senators, representatives in congress, electors of president and vice president, state senators, members of the assembly, state officers and county officers other than supervisors and county executives required to be elected in that year.
- (6) "Governing body" means the city council, town board or village board, and also includes the municipal board of election commissioners insofar as the powers are given to them.
- (7) "Judge" means a court of appeals judge or a judge of a circuit court.
- (8) "Justice" means a justice of the supreme court.
- (9) "Local office" means any elective office other than a state or national office.
- (10) "Municipal clerk" means the city clerk, town clerk, village clerk and the executive secretary of the city election commission and their authorized representatives. Where applicable, "municipal clerk" also includes the clerk of a school district.
- (11) "Municipality" means city, town or village.
- (12) "National office" means the offices of president and vice president of the United States, U.S. senator and U.S. congressman.
- (13) "Political party" or "party" means a state committee registered under s. 11.05 organized exclusively for political purposes, recognized by the national organization of the party, if any, under whose name candidates appear on a ballot at any election, and all county, congressional, legislative, local and other affiliated committees authorized to operate under the same name, except that the term does not include committees organized under s. 8.17 and assigned responsibilities under s. 7.30, with respect to such activities only. For purposes of ch. 11, the term does not include a legislative campaign committee created under s. 11.265.
- (14) "Poll list" means the list which is compiled by election officials on election day showing the names and addresses of electors who actually cast votes in an election.
- (15) "Polling place" means the actual location wherein the elector's vote is cast.
- (16) "Primary" means a primary election.
- (17) "Registration list" means the list of electors who are properly registered to vote in municipalities in which registration is required.
- (18) "September primary" means the primary held the 2nd Tuesday in September to nominate candidates to be voted for at the general election, and to determine which candidates for state office may participate in the Wisconsin election campaign fund.
- (19) "Special election" means any election, other than those described in subs. (5), (18), (21) and (22), to fill vacancies or for other designated purposes.
- (20) "Special primary" means the primary held 4 weeks before the special election except when the special election is held on the same day as the general election the special primary shall be held on the same day as the general primary or if the special election is held concurrently with the spring election, the primary shall be held concurrently with the spring primary.
- (21) "Spring election" means the election held on the first Tuesday in April to elect judicial, educational and municipal officers, nonpartisan county officers, sewerage commissioners and to express preferences for the person to be the presidential candidate for each party.
- (22) "Spring primary" means the nonpartisan primary held the 3rd Tuesday in February to

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nominate candidates to be voted for at the spring election.

**(23)** "State office" means the offices of governor, lieutenant governor, secretary of state, state treasurer, attorney general, state superintendent of public instruction, justice of the supreme court, court of appeals judge, circuit court judge, state senator and state representative to the assembly.

**(24)** "State superintendent" means the state superintendent of public instruction.

**(24g)** "Voting device" means an apparatus other than a voting machine which the elector uses to record his or her votes on a ballot.

**(24r)** "Voting machine" means a machine which serves in lieu of a voting booth and which mechanically or electronically records the votes cast by electors, who depress levers or buttons located next to the choices listed on a ballot to cast their votes.

**(25)** "Ward" means a town, village or city subdivision created for the convenience of the electors therein and to facilitate the division of such municipalities into election districts of substantially equal population numbers along common boundaries observing the community of interest of existing neighborhoods and other settlements.

**History:** 1971 c. 211; 1971 c. 304 ss. 2, 29 (2); 1973 c. 280, 334; 1975 c. 93; 1977 c. 107, 187, 394; 1977 c. 427 ss. 3 to 14; 1977 c. 449; 1979 c. 32, 89, 221; 1979 c. 260 ss. 1m, 73 to 75; 1979 c. 311, 328.

**5.05 Elections board; powers and duties.**

**(1) GENERAL AUTHORITY.** The elections board shall have the responsibility for the administration of chs. 5 to 12 and other laws relating to elections and election campaigns. Pursuant to such responsibility, the board may:

(a) Employ under the classified service an executive secretary and legal counsel.

(b) In the discharge of its duties and upon notice to the party or parties being investigated, subpoena and bring before it any person in the state and require the production of any papers, books or other records relevant to an investigation. A circuit court may by order permit the inspection and copying of the accounts and the depositor's and loan records at any financial institution as defined in s. 705.01 (3) doing business in the state to obtain evidence of any violation of ch. 11 upon showing by the board of probable cause to believe there is a violation and that such accounts and records may have a substantial relation to the violation. In the discharge of its duties, the board may cause the deposition of witnesses to be taken in the manner prescribed for taking depositions in civil actions in circuit court.

(c) Bring civil actions to require forfeitures for any violation of ch. 11 under s. 11.60, and sue

for injunctive relief under s. 11.66 to compel compliance with ch. 11. Actions brought by the board may concern only violations with respect to reports or statements required by law to be filed with it, and other violations arising under elections for state office or statewide referenda. Pursuant to such authority, the board is authorized to compromise and settle any civil action or potential action brought or authorized to be brought by it under ch. 11 which, in the opinion of the board, constitutes a minor violation, a violation caused by excusable neglect, or which for other good cause shown, should not in the public interest be prosecuted under such chapter. Notwithstanding s. 778.06, an action or proposed action authorized under this paragraph may be settled for such sum as may be agreed between the parties. Actions by the board shall be brought in the circuit court for the county wherein the violation is alleged to occur. The board shall file a report of all civil actions brought by it and the disposition of those actions to the appropriate standing committees of each house of the legislature, as determined by the presiding officer, on March 1 and September 1 of each year.

**(2) AUDITING.** In addition to the facial examination of reports and statements required under s. 11.21 (13), the board shall conduct an audit of reports and statements which are required to be filed with it to determine whether violations of ch. 11 have occurred. The board may examine records relating to such reports and statements maintained under s. 11.12 (3). The board shall make official note in the file of a candidate, committee, group or individual under ch. 11 of any error or other discrepancy which the board discovers and shall inform the person submitting the report or statement.

**(3) INVESTIGATIONS.** (a) The board shall upon complaint by any person or on its own motion investigate violations of the elections laws and shall notify the district attorney of the proper county, the attorney general or the governor where appropriate under s. 11.60 (4) or 11.61 (2) of any facts within its knowledge or evidence in its possession which may be grounds for civil action or criminal prosecution.

(b) In any case in which the board refers information relating to an apparent violation of this section, the district attorney, attorney general, or any special counsel appointed under s. 14.11 (2) shall respond by report to the board with respect to any action taken regarding such apparent violation. The report shall be transmitted no later than 40 days after the date of the referral. If the matter is not disposed of during such period, the board shall receive a further report at the close of every 30-day period until the time of final disposition.

(c) No investigation is required of any petition or complaint which is not verified. The board may summarily dismiss any complaint which it finds to be without merit.

(4) **EMPLOYEES.** All employees of the board shall be nonpartisan.

(5) **BIENNIAL REPORT.** Notwithstanding s. 15.04 (1) (d), the board shall file its biennial report required by that paragraph on or before June 30 of each odd-numbered year, covering the biennium ending on the previous December 31. The board shall include any information compiled under s. 11.21 (7) in such report.

(6) **FORMAL OPINIONS.** Any interested person may make written request to the board to issue a formal opinion with respect to the person's authority or responsibilities under chs. 5 to 12. The board shall within 15 days advise the person requesting an opinion whether or not a formal opinion will be issued. If a formal opinion will be issued, it shall be issued within 30 days of the request. No person acting in good faith upon a formal opinion issued to the person by the board shall be subject to civil or criminal prosecution for so acting, if the material facts are as stated in the opinion request. Nothing in this subsection requires the issuance of an opinion by the board, nor precludes it from issuing an opinion or ruling in any other manner.

(7) **ADMINISTRATIVE MEETINGS.** The board shall conduct regular information and training meetings at various locations in the state for county and municipal clerks and election officials. Such meetings shall be designed to explain the election laws and the forms and rules of the board, to promote uniform procedures and to assure that clerks and other officials are made aware of the integrity and importance of the vote of each citizen.

(8) **VOTER REGISTRATION BULLETINS.** The board shall publish a concise bulletin written so as to be easily understood by the general public, for use by electors, explaining the law with respect to voter registration. Bulletins shall be distributed by the board to local clerks and made available to the public free of charge.

**History:** 1973 c. 334; 1975 c. 85, 93, 199; 1977 c. 29; 1977 c. 196 s. 131; 1977 c. 418, 427, 447; 1979 c. 32 s. 92 (8); 1979 c. 89, 154, 328.

**5.08 Elections advisory council.** (1) The elections advisory council shall promote communication and cooperation between local election officials and the board and shall attempt to assure uniform, equitable and efficient procedures in the administration of the law, consistent with legislative purpose.

(2) The council shall recommend material to be covered in administrative meetings con-

ducted by the board under s. 5.05 (7) and make suggestions for improvements in such meetings.

(3) Before directing the printing, publication or major revision of any form, manual, bulletin or other publication, the board shall refer the matter to the council for comments and suggestions.

(4) The council shall recommend technical revisions and procedural improvements in the law and its administration for the consideration of the board. Any recommendations which require legislative action shall, upon approval by the board, be forwarded to the legislature for consideration.

**History:** 1975 c. 85; 1977 c. 427.

**5.09 Certification of documents.** Whenever the board is authorized or required to make a certification of any document in the custody of the board, and the authority to make such certification is lawfully delegated to the executive secretary, the executive secretary may, personally or through an employee authorized by the secretary, affix his or her signature by means of a stamp, machine impression, reproduction print or similar process. This section does not apply to certificates of election.

**History:** 1977 c. 427.

**5.10 Presidential electors.** Although the names of the electors do not appear on the ballot and no reference is made to them, a vote for the president and vice president named on the ballot is a vote for the electors of the candidates for whom an elector's vote is cast. Under chs. 5 to 12, all references to the presidential election, the casting of votes and the canvassing of votes for president, or for president and vice president, mean votes for them through their pledged presidential electors.

**History:** 1973 c. 334 s. 2; 1977 c. 26; 1979 c. 89, 311.

**5.15 Division of municipalities into wards.** Every city, village or town in this state shall by its common council or village or town board, respectively, be divided into wards as further provided in this section if, according to the final published results of the most recent federal decennial census of population, the municipality contained a total population of 1,000 or more. The boundaries of the wards established under this section, and the number assigned to each ward, are intended to be as permanent as possible, and to this end each ward shall when created contain a population at a convenient point within the applicable population range under sub. (2), with due consideration for the known trends of population increase or decrease within that part of the municipality in which the ward is located. Once established,

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the boundaries of each ward shall remain unchanged until a further decennial federal census of population indicates that the population of a ward is then above or below the applicable population range. If the population of a ward has increased above the maximum of its population range, such ward shall be divided into 2 or more wards in compliance with sub. (2). If the population of a ward has decreased below the minimum of its population range such ward shall, if possible, be combined with an adjoining ward, or the underpopulated ward and one adjoining ward shall be combined and together subdivided into 2 or more wards in compliance with sub. (2). For the purpose of sub. (2), "population" means the population by census enumeration district or urban block established in the most recent federal decennial census of population.

(1) (a) Within 90 days after the population count by rural enumeration district or urban city block, established in the decennial federal census of population, becomes available in printed form from the federal government or is published for distribution by an agency of this state, the governing body of every municipality with a population of 1,000 or more shall adjust its wards according to the schedule shown in sub. (2). Each ward shall consist of whole census enumeration districts or, where block statistics are available for urban blocks, of whole urban blocks. To suit the convenience of the voters residing therein each ward shall, as far as practicable, be kept compact and observe the community of interest of existing neighborhoods and other settlements. The division of a municipality into wards shall be made by the common council for each city, by the village board for each village, and by the town board for each town. Passage of a division order or resolution requires the affirmative vote of a majority of the members of the respective governing body.

(b) The wards established by municipal governing bodies under this section on the basis of the published results of the 1980 census of population shall govern the adjustment of supervisory districts under s. 59.03 (2) (a) and (3) (b) and of aldermanic districts under s. 62.08 (1) for the purpose of local elections beginning on January 1, 1982, and thereafter unless revised under this section on the basis of the results of the 1990 census of population or unless adjusted, as a matter of statewide concern, in the enactment of legislative districts under section 3 of article IV of the constitution on the basis of the most recent federal decennial census of population.

(2) If the population of a rural enumeration district or urban block exceeds the maximum population otherwise specified in this subsec-

tion, such enumeration district or block shall be constituted a ward by itself.

(a) In any city in which the population is at least 150,000, each ward shall contain not less than 1,000 nor more than 4,000 inhabitants.

(b) In any city in which the population is at least 39,000 but less than 150,000, each ward shall contain not less than 800 nor more than 3,200 inhabitants.

(c) In any city, village or town in which the population is at least 10,000 but less than 39,000, each ward shall contain not less than 600 nor more than 2,100 inhabitants.

(d) In any city, village or town in which the population is at least 1,000 but less than 10,000, each ward shall contain not less than 300 nor more than 1,000 inhabitants.

(e) No city, village or town in which the population is less than 1,000 is required to be divided into wards under this section.

(3) If any municipality fails to comply with this section, any voter residing in the municipality may submit to the circuit court for the municipality within 2 weeks from the expiration of the 90-day period under this section a proposed plan for the division of the municipality into wards in compliance with this section. If the circuit court finds that the existing division of the municipality into wards fails to comply with this section, it shall review the plan submitted by the petitioner and may promulgate it, or any other plan in compliance with this section, as a temporary ward plan for the affected municipality to remain in effect until superseded by a ward plan adopted by the governing body in compliance with this section.

(4) (a) The division order or resolution shall number all wards in the municipality in consecutive order, designate the polling place for each ward, and describe the boundaries of each ward consistent with the conventions set forth in s. 4.002.

(b) The resolution or order shall be filed with the proper municipal clerk, who shall transmit a copy to the county clerk within 5 days.

(5) When a town is divided into wards, the annual town meeting and special town elections shall be held at the first ward.

(6) (a) Following any municipality-wide special federal census of population, the governing body of the municipality in which the special census was held may adjust the ward boundaries, but no ward line adjustment may cross the boundary of an assembly district. The governing body shall file a copy of the order or resolution in compliance with this section.

(b) No later than 60 days before an election the governing body of any municipality may by resolution combine 2 or more wards for voting

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purposes to facilitate using a common polling place, but the wards so combined shall retain their separate identities. A copy of the resolution shall be filed in the same manner as for changes or adjustments in ward boundaries under sub. (4) (b). The resolution shall remain in effect for each election until modified or rescinded, or until a new division is made following the next census.

(7) When part of a town is annexed to a city or village, the town board, without regard to the time provisions of sub. (3), may adjust the remaining wards in that town, and shall file a copy of the order or resolution, in compliance with this section.

**History:** 1971 c. 304 ss 3 to 5, 29 (2); 1977 c. 26, 418, 427, 449; 1979 c. 260.

**5.18 Compulsory division into wards. (1)**

When division into wards becomes imperative under s. 5.15 and the governing body obliged to act fails or refuses to do so, any elector of the municipality may apply to the proper circuit court or its presiding judge for an order compelling division. After reasonable notice to the governing body proceeded against, the court or judge may order division when it appears necessary.

(2) Failure to comply with the order in the specified time, unless stayed or superseded, may be punished as contempt of court.

(3) Until divided, all elections are held in the established wards.

**History:** 1971 c. 304 s. 29 (2); 1979 c. 257.

**5.25 Polling places.** All elections under chs. 5 to 12 shall be held at the polling places provided in this section. So far as practicable, the places chosen shall be public buildings.

(1) In 1st class cities, polling shall be at the places established by the board of election commissioners at any public schools and other public buildings which shall be made available without charge and at any fully or partially tax exempt nonsectarian private buildings offered without charge. In all other cities and villages, polling shall be at the places ordered by the governing body, at least 30 days before the election.

(2) In towns, polling shall be at the place where the last town meeting was held unless changed at that meeting or ordered by the supervisors under s. 60.07. The place for the annual town meeting held on the first Tuesday in April shall be similarly regulated.

(3) Wherever the inspectors do not receive ballots at the door to a polling place under s. 6.82 (1), the polling place shall have at least one entrance which is accessible to persons in wheelchairs.

(4) All electors within a ward shall vote at the same polling place. The electors of more than one ward in the same municipality may vote at a single polling place.

**History:** 1975 c. 275; 1977 c. 427; 1979 c. 89.

**5.35 Polling place requirements. (1) NATIONAL FLAG.** On election days, every polling place shall properly display the national flag during all hours the polls are open.

(2) **VOTING BOOTHS.** There shall be one voting booth for every 200 electors who voted at the last general election. The booths shall be constructed at least 24 inches on a side, have a shelf to write on and be sufficiently enclosed to assure privacy for the elector and anyone lawfully assisting the elector while marking, punching or labeling the elector's ballot.

(3) **BALLOT BOXES.** Where the voting procedure makes it necessary, there shall be a separate ballot box for each form of ballot at each polling place. There shall be a suitable lock and key for each, and an opening no larger than is sufficient to receive a single ballot or a single folded ballot if the box is used for deposit of paper ballots. If the electors of more than one ward use the same polling place, there shall be separate ballot boxes provided for the electors of each ward.

(4) **LAYOUT; ORGANIZATION.** All voting booths and machines shall be placed apart from other activities in the polling place, with their exteriors in full view of the election officials. Only the proper election officials, observers, persons assisting voters under s. 6.82 (2) and electors receiving, preparing or depositing their ballots or casting their votes on the machines are permitted in the voting area. Except where assistance is authorized, only one elector at a time is permitted in a voting booth or machine.

(5) **ACTIVITIES RESTRICTED.** No polling place may be situated so as to interfere with or distract election officials from carrying out their duties. The municipal clerk and election inspectors shall prevent interference with and distraction of electors at polling places.

(6) **POSTING REQUIREMENTS.** (a) At each polling place in the state, the municipal clerk or board of election commissioners shall post the following materials, positioned so that they may be readily observed by electors entering the polling place or waiting in line to vote:

1. The relevant portions of the voting instructions in the type B notice for the election as specified in s. 10.02 (3).

2. A copy of the election fraud laws provided in s. 12.13 (1) and (3) (intro), (d), (f), (g), (k), (L), (o), (q), (r), (u), (v) and (x),

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together with the applicable penalties provided in s. 12.60 (1).

3. Two sample ballots prepared under s. 5.66 (2).

(b) At each polling place in the state where an electronic voting system is utilized at a partisan primary election incorporating a ballot upon which electors may mark, punch or label votes for candidates of more than one recognized political party or for candidates of a recognized political party and independent candidates, the municipal clerk or board of election commissioners shall prominently post a sign in the form prescribed by the board warning electors in substance that on any ballot with votes cast for candidates of more than one recognized political party or any ballot with votes cast for candidates of a recognized political party and independent candidates, no votes cast for any candidates for partisan office will be counted.

**History:** 1975 c. 85, 199; 1977 c. 427; 1979 c. 260, 311, 355.

**5.37 Voting machine requirements. (1)**

Voting machines shall give every elector a reasonable opportunity to vote for any person for any office and on any proposition he is entitled to vote on, assure privacy to the elector so no one will know how he is voting or has voted, preclude the electors from voting for persons or propositions upon which they are not entitled to vote and from voting more than once for the same office or on the same proposition. Voting machines shall be constructed to lock so they cannot be manipulated, tampered with, or show the number of votes registered for any candidate or proposition while voting is in progress. The machines shall provide a method for electors to vote a straight party ticket, shall permit voting a split ticket and shall record each vote cast.

(2) When 2 or more wards or aldermanic districts are joined to use a voting machine, under s. 5.15 (6) (b), the machine shall be constructed to allow the electors to vote for all nominated candidates and issues for their aldermanic district or ward, but for no other.

(3) For presidential electors one device may be provided to vote for all of one party's electoral candidates at the same time. The device shall be opposite or adjacent to the ballot containing the names of the party's candidates for president and vice president.

(4) Voting machines may be used at primary elections when they comply with subs. (1) and (2) and the following provisions: All candidate's names entitled to appear on the ballots at the primary shall appear on the machine; the elector cannot vote for candidates of more than one party, whenever the restriction applies, and an elector who votes for candidates of any party may not vote for independent candidates at the

September primary; the elector may secretly select the party for which he or she wishes to vote, or the independent candidates in the case of the September primary; the elector may vote for as many candidates for each office as he or she is lawfully entitled to vote for, but no more.

(5) Polling places may have more than one voting machine.

**History:** 1971 c. 304 s. 29 (1), (2); 1977 c. 107, 427.

State action in presidential candidate selection 1976 WLR 1269

**5.40 Voting systems shall be used. (1)**

The governing body of every municipality with a population of 10,000 or more shall require the use of voting machines or electronic voting systems in every ward in the municipality at every election. Any other governing body may adopt and purchase voting machines or electronic voting systems for use in any ward in the municipality at any election.

(2) Only voting machines complying with s. 5.37 shall be used in any election in this state.

(3) Notwithstanding sub. (1), the use of voting machines or electronic voting systems is optional with the municipality for any territory which is annexed to a city or village across the boundary of a legislative district if the population residing in the territory so annexed does not exceed the minimum population for a ward in that municipality as specified under s. 5.15 (2).

**History:** 1971 c. 304 s. 29 (2); 1973 c. 112; 1977 c. 427; 1979 c. 235, 311, 355

**SUBCHAPTER II****BALLOT FORM**

**5.51 General provisions. (1)** All paper ballots shall be of sufficient width and length to provide space for all matter required to be printed on them.

(2) The paper used for ballots shall be 35 pounds per ream for sheets 24 inches by 36 inches. If a different size sheet is used, the weight per ream shall be proportioned accordingly, but shall meet this standard.

(3) All ballot columns shall be separated by lines at least one-eighth inch in width.

(4) No pasters shall be placed on a ballot by election officials except under s. 7.35 (3). Any other pasters applied by them shall not be counted.

(5) Sample ballots shall be printed on a different color paper than the official ballots, and need not have the indorsement and certificate.

(6) All candidates' names for the same office shall be placed, projected or composed on the ballot in the same size, style and color of type.

(7) In partisan primary elections, the ballots of all parties shall be of uniform color and size, and the same type of paper shall be used for all ballots.

(8) Subsections (2) and (3) do not apply to ballots used with electronic voting systems.

History: 1979 c. 260, 311

Revisor's Note, 1980: The elections board has the duty to prepare and revise the official ballot forms under s. 7.08 (1) (a). Please contact the elections board for the latest forms.

**5.53 Voting machine ballots.** (1) The ballot shall be placed, projected or composed on a board or screen inside the machine, under s. 5.64 and may be arranged in either vertical or horizontal rows.

(2) Where the provisions require separate ballots, the names or questions shall be placed in separate rows upon the machines so they are voted on separately.

(3) Whenever the number of candidates for any office requires the use of more than one row on a voting machine, the official or agency having the responsibility to determine ballot positions shall require that the rows be rotated in such a manner that all rows appear on top or to the left if vertical rows are used in an equal number of wards or election districts. If the number of wards and election districts in which voting for an office is conducted is not equally divisible, the position of the rows in the remaining wards or election districts shall be determined by the official or agency by the drawing of lots.

History: 1979 c. 260, 311

**5.54 Notice to electors.** Every ballot, except a ballot label or voting machine ballot, shall bear the following information on the face: "NOTICE TO ELECTORS: This ballot may be invalid unless initialed by 2 election officials serving as ballot clerks. If cast as an absentee ballot, the ballot must bear the initials of the municipal clerk."

History: 1977 c. 427; 1979 c. 260, 311

**5.55 Ballot identification.** On every ballot, except a ballot label or voting machine ballot, shall be printed "Official \_\_\_\_\_ Ballot" or "Official \_\_\_\_\_ Ballot for \_\_\_\_\_" followed by the designation of the polling place for which the ballot has been prepared, the date of the election, and the official endorsement and blank certificates. The number of the ward or aldermanic district, if any, and the name of the municipality may be omitted in printing and stamped or written on the ballots at any location which is clearly visible at the option of the county clerk. Printed information and initials shall appear on the back and outside of the ballot. When a ballot card is employed with an electronic voting system, the

date of the election may be printed or stamped on the back of the ballot card in such a manner that the card is not reusable, at the option of the county clerk. Each ballot shall be prepared in substantially the following form:

OFFICIAL \_\_\_\_\_ BALLOT

FOR

\_\_\_\_\_ Ward (if any), \_\_\_\_\_ Aldermanic district (if any),

City (Village or Town) of \_\_\_\_\_,

\_\_\_\_\_ 19\_\_\_\_

Ballot Clerks

Absent Elector's Ballot issued by

\_\_\_\_\_ Municipal Clerk

[I] [We] certify that the within ballot was marked by [me] [us] for an elector incapable under the law of marking the ballot and as directed by the elector.

\_\_\_\_\_ (Signature of assisting elector)

\_\_\_\_\_ (Signature of official)

\_\_\_\_\_ (Title)

\_\_\_\_\_ (Signature of official)

\_\_\_\_\_ (Title)

I certify that the within ballot was marked by me at the request of an absentee elector incapable under the law of marking the ballot and as directed by the elector.

\_\_\_\_\_ (Signature of officer authorized to administer oaths)

\_\_\_\_\_ (Title)

History: 1971 c. 304 s. 29 (1), (2); 1975 c. 421; 1977 c. 427; 1979 c. 311

**5.58 Spring primary ballots.** At spring primary elections the following ballots, when necessary, shall be provided for each ward. Only nonpartisan candidates nominated for office by nomination papers shall have their names placed on the official spring primary ballot under the proper office designation, but the ballots shall allow room for write-in candidates.

(1) MUNICIPAL; COUNTY SUPERVISOR BALLOTS. There shall be separate ballots for municipal and county primaries.

(a) For all cities the official spring primary ballot shall be arranged by the municipal clerk, using the same method as that used by the board under s. 5.60 (1) (b).

(c) Towns and villages holding a primary under s. 8.05 shall arrange the ballot in substantially the same form as provided in s. 5.60 (5) and (6) and annexed ballot 8 as appropriate.



**(2) JUDICIARY; STATE SUPERINTENDENT OF PUBLIC INSTRUCTION; COUNTY EXECUTIVE; AND COUNTY SUPERVISORS.** (a) There shall be one separate ballot for state superintendent, judicial officers, county executive under ss. 59.031 and 59.032 and county supervisor. In counties over 500,000 population the ballot also shall include those offices under s. 8.11 (2) and (2m). The arrangement of names for state superintendent, justice, court of appeals judge and circuit court judge shall be determined by the board in the manner specified in s. 5.60 (1) (b). Arrangement of candidates for county executive and county supervisor shall be determined by the county clerk or by the executive secretary of the county board of election commissioners in the manner specified in s. 5.60 (1) (b). The ballot shall be in substantially the same form as annexed ballot "E" but titled, "Official Ballot for Judicial, State Superintendent of Public Instruction, County Executive and County Supervisor Primary", except that in counties having a population of 500,000 or more, it shall be titled "Official Ballot for County Officers, Judicial, State Superintendent of Public Instruction and School Board Primary".

(b) The candidates for the offices shall be designated on the ballot as follows: "For Justice of the Supreme Court", "For State Superintendent", "For Court of Appeals Judge", "For Circuit Judge Br. ....", and others as the situation requires.

**(2m) METROPOLITAN SEWERAGE COMMISSION.** There shall be a separate ballot for members of the metropolitan sewerage commission if commissioners are elected under s. 66.23 (11) (am), with those candidates for each seat listed in a separate column if more than one seat is contested at any election. Arrangement of the names on the ballot shall be determined by the board. The ballot shall be in substantially the same form as annexed ballot "E" but titled "Official Primary Ballot for Metropolitan Sewerage Commission".

**(3) NAMES ON SPRING BALLOT.** Only 2 candidates for state superintendent, for any judicial office, for any elected seat on a metropolitan sewerage commission, and in 1st class cities only 2 candidates for any at-large seat and any combined aldermanic district seat as are to be elected to the board of school directors, and in counties over 500,000 population only 2 candidates for a member of the county board of supervisors in each district, and twice as many candidates as are to be elected members of the board of education or other elective officers receiving the highest number of votes at the primary shall be nominees for the office at the

spring election. Only their names shall appear on the official spring ballot.

**History:** 1971 c. 304 ss. 6 to 8, 29 (2); 1973 c. 134, 243; 1973 c. 334 s. 57 (2); 1973 c. 340; 1975 c. 93; 1977 c. 187, 272, 445, 449; 1979 c. 32, 221, 260

**5.60 Spring election ballots.** At spring elections the following ballots, when necessary, shall be provided for each ward.

**(1) JUDICIARY; STATE SUPERINTENDENT; COUNTY EXECUTIVE AND COUNTY SUPERVISORS.** There shall be one separate ballot for the county executive under ss. 59.031 and 59.032, county supervisor, judicial officers and state superintendent. Arrangement of the candidates for county executive and county supervisor shall be determined by the county clerk or the executive secretary of the county board of election commissioners in the manner prescribed in par. (b).

(a) The names of candidates for the same office shall be placed in the same column. No party designation may appear on the official ballot. A space shall be provided on the ballot for electors to write in the name of a person for each office, regardless of whether there is a primary for that office.

(b) The board shall certify the candidates' names and designate the official ballot arrangement for candidates for justice, court of appeals judge, circuit judge, state superintendent and, if commissioners are elected under s. 66.23 (11) (am), the metropolitan sewerage commission. The arrangement of names of all candidates on the ballot whose nomination papers are filed with the board shall be determined by the board by the drawing of lots not later than the 7th day following the deadline for filing nomination papers. Whenever a primary is held for an office, a 2nd drawing of all candidates for that office shall be held by or under the supervision of the board not later than the 3rd day following the completion of the primary canvass to determine the arrangement of candidates on the election ballot. The board shall determine the arrangement of rows on voting machines at the same time as other arrangements are determined, as prescribed in s. 5.53 (3).

(c) When 2 or more judges of the same court are to be elected, the official ballot shall contain the names of all candidates, shall state the number of judges to be elected and the number of candidates for whom each elector may vote. Each candidacy shall show the branch being filled.

**(3) CITY.** There shall be a separate ballot giving the names of all candidates for city and school offices, except under sub. (4), printed in substantially the same form as annexed ballot "B". City election ballots may vary in form to

conform to the law under which an election is held.

(a) No party designation shall appear on the official ballot.

(b) The city clerk or executive secretary of the city election commission shall arrange the official city ballot under s. 5.62 (4).

(4) CITY SCHOOL. (a) There shall be a separate ballot for city school officers when so required. Officers elected under s. 120.44 (2) (a) may be placed on the same ballot as other city officers.

(b) In cities of the 1st class, there shall be a separate ballot giving the names of the candidates for any combined aldermanic district seat and any at-large member seat to be filled on the board of school directors. The names for the at-large seat shall be placed in the same column.

(c) The arrangement of candidates for school board seats shall be determined by the school district clerk or the executive secretary of the city board of election commissioners by the drawing of lots not later than the 7th day following the deadline for filing nomination papers or declarations of candidacy. The method of determining arrangement shall be the same as provided in sub. (1) (b). Sufficient space shall be provided on the ballot for write-in candidates.

(4m) METROPOLITAN SEWERAGE COMMISSION. A separate ballot shall list the names of all candidates for metropolitan sewerage commission seats, if commissioners are elected under s. 66.23 (11) (am). The names for the same seat shall be placed in the same column if more than one seat is contested at any election.

(5) VILLAGE. There shall be a separate ballot giving the names of all candidates for village offices.

(a) The offices to be filled shall be arranged on the official ballot in the order they are named in the statutes creating them. Where there is more than one ward, candidates shall be arranged by using the same method as that used by the board under sub. (1) (b). Sufficient space shall be left under each office for write-in candidates.

(b) Only persons nominated under s. 8.05 shall be placed on the official ballots. If no nominations are made, the spaces for this office shall be left blank.

(6) TOWN. There shall be a separate ballot giving the names of all candidates for town offices, except the superintendent of highways, in substantially the same form as annexed Ballot 6A or 6B. Ballot 6A is for the election of one supervisor and 6B is for the election of the 2 supervisors jointly. On Ballot 6B all supervisor candidates shall be listed together and the voting

instructions shall state "Vote for Two". Towns electing their supervisors jointly on June 27, 1931, shall continue to do so until the method specified in Ballot 6A is adopted at the annual town meeting. The names of candidates whose nomination papers are filed at the town level shall be arranged by using the same method as that used by the board under sub. (1) (b). A space shall be provided under each office on the ballot for a write-in candidate.

(7) REFERENDUM BALLOTS. There shall be a separate ballot setting forth all propositions requiring a vote in the form and manner provided by s. 5.64.

(8) BALLOTS FOR PRESIDENTIAL VOTE. There shall be a separate ballot for each party qualified under s. 5.62, listing the names of all potential candidates of that party determined under s. 8.12 and affording, in addition, an opportunity to the voter to nominate another potential candidate by write-in vote or to vote against the choices offered on the ballot. The order of such presidential candidates shall be determined by lot by or under the supervision of the board. Each voter shall be given the ballots of all the parties participating in the presidential preference vote, but may vote on one ballot only.

(a) An official ballot shall be printed and provided for use in each voting district. The form of each ballot shall be substantially as follows:

1. Form 1, to be used when there are several candidates:

**OFFICIAL BALLOT**  
**PRESIDENTIAL PREFERENCE VOTE**  
..... Party

MARK THIS BALLOT IN ONE SPACE ONLY. You have one of 3 choices—you may either:

Express your preference for one of the persons whose names are printed on this ballot (in that case, make a cross or other similar mark in the space after that person's name); or

Vote against all of the names printed on this ballot, thus in fact expressing your preference for an uninstructed delegation from Wisconsin to the national convention of the ..... party (in that case, make a cross or other similar mark in the space following "None of the names shown"); or

Write in the name of another person to become the presidential candidate of the ..... party (in that case, write that person's name into the space following "Write-in candidate").

OLE CARLSON ..... ( )  
AMOS DUNCAN ..... ( )  
JAMES UNDERWOOD ..... ( )  
None of the names shown ..... ( )  
Write-in candidate ..... ( )

2. Form 2, to be used when there is only one candidate:

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**OFFICIAL BALLOT  
PRESIDENTIAL PREFERENCE VOTE**

..... Party

MARK THIS BALLOT IN ONE SPACE ONLY. You have one of 3 choices—you may either:

Express your preference for the person whose name is printed on this ballot (in that case, make a cross or other similar mark in the space marked "YES" following that person's name); or

Vote against the person whose name is printed on this ballot, thus in fact expressing your preference for an uninstructed delegation from Wisconsin to the national convention of the ..... party (in that case, make a cross or other similar mark in the space marked "NO" following that person's name); or

Write in the name of another person to become the presidential candidate of the ..... party (in that case, write that person's name into the space following "Write-in candidate").

JOHN DOE ..... YES ..... ( )  
..... NO ..... ( )

Write-in candidate ..... ( )

3. Form 3, to be used when there are no candidates who have qualified to appear on the ballot:

**OFFICIAL BALLOT  
PRESIDENTIAL PREFERENCE VOTE**

..... Party

MARK THIS BALLOT IN ONE SPACE ONLY. There are no candidates of the ..... party who have qualified to have their names appear on the printed ballot. You have 2 choices—you may either:

Express your preference for an uninstructed delegation from Wisconsin to the national convention of the ..... party (in that case, make a cross or other similar mark in the space following "Uninstructed delegation"); or

Write in the name of a person to become the presidential candidate of the ..... party (in that case, write that person's name into the space following "Write-in candidate").

Uninstructed delegation ..... ( )

Write-in candidate ..... ( )

(c) The official ballots for the presidential preference vote shall be securely fastened together at the bottom. The party casting the greatest number of votes for governor at the preceding election shall have its ticket placed on top and the remaining party ballots shall follow in the same manner. A facsimile ballot notice shall be published as provided in s. 10.02.

(d) After preparing his ballot, the elector shall detach it from the remaining ballots and shall fold it so that its face will be concealed. The printed indorsements and signatures or initials on the back of the ballot will then be visible. The remaining ballots shall be folded in

like manner by the elector. The elector shall, without leaving the polling place, deliver in person the ballot on which he has expressed his presidential preference, and the remaining ballots, to one of the inspectors for deposit in the proper ballot boxes.

(e) Immediately after the canvass the inspectors shall, without examination, destroy the ballots deposited in the blank ballot box.

**History:** 1971 c. 304 ss. 9 to 11, 29 (2); 1971 c. 336; 1973 c. 134; 1973 c. 334 s. 57; 1975 c. 93; 1977 c. 187, 427, 445, 449; 1979 c. 221, 260, 355.

See note to 8.12, citing State ex rel. La Follette v. Democratic Party, 93 W (2d) 473, 287 NW (2d) 519 (1980).

**5.62 September primary ballots.** At September primaries, where necessary, the following ballot or ballots shall be provided for each ward, in substantially the same form as annexed Ballot I.

(1) (a) There shall be an Australian ballot made up of the several party tickets with each party entitled to participate in the primary under par. (b) or sub. (2) having its own ballot. The independent candidates for state office shall have a separate ballot for all such candidates as under s. 5.64 (1) (e). The several ballots shall be secured together at the bottom. The party ballot of the party receiving the most votes for governor at the last general election shall be on top with the other parties arranged in an order based on their vote for governor at the last general election. The ballot listing the independent candidates shall be placed at the bottom. At polling places where voting machines are used, each party and the independent candidates shall be represented in a separate column or row on the ballot. At polling places where an electronic voting system is used other than an electronic voting machine, each party and the independent candidates may be represented in a separate column or row on the ballot.

(b) Every political organization listed as independent and every recognized political party listed on the official ballot at the last general election that received at least one percent of the total votes cast for any statewide office, including presidential elector, which was contested at that election shall have a separate primary ballot or separate column or row on the primary ballot as prescribed in par. (a) and a separate column on the general election ballot. The chairman and secretary of the organization which was "independent" at the last election shall certify to the board their party name, which may not duplicate the name of an existing party.

(2) Any political organization may be represented on a separate primary ballot or a separate column or row on the primary ballot as prescribed in sub. (1) (a) if, not later than June 1

in the year of a September primary, it files with the board a petition so requesting, signed either by electors equal to one-sixth of the total vote cast for governor in each of at least 10 counties at the last election or one-sixth of the electors in any senate, assembly or congressional district. When their candidates fulfill the nomination paper requirements, they shall appear on a separate ballot or column on the ballot within the district or state.

(3) The board shall designate the official primary ballot arrangement for statewide offices by using the same procedure as provided in s. 5.60 (1) (b) for candidates for justice; congressional and state senate candidates by using the same procedure as for circuit judges under s. 5.60 (1) (b) by numbering the assembly districts and parts of assembly districts within each congressional or senate district; and assembly candidates, by similarly numbering and arranging by population the counties within an assembly district. Independent candidates for state office shall be listed for each office in an order drawn by lot by or under the supervision of the board.

(4) The county clerk or county board of election commissioners shall designate the official primary ballot arrangement for all candidates filing nomination papers in that office.

(a) Within a county the county clerk shall arrange the names of all candidates filing nomination papers with his office using the same method as that used by the board under s. 5.60 (1) (b).

(b) The county board of election commissioners in counties having a population of more than 500,000 shall prepare the official primary ballot. The commissioners shall arrange the names of all candidates for each office whose nomination papers are filed at the county level, using the same method as that used by the elections board under s. 5.60 (1) (b).

(5) At the September primary, an elector may vote for the candidates of only one party, or the elector may vote for any of the independent candidates for state office listed; but the elector may not vote for more than one candidate for a single office. A space shall be provided on the ballot for an elector to write in the name of his or her choice as a party candidate for any office, but no space shall be provided to write in the names of independent candidates.

**History:** 1971 c. 304 ss. 12, 29 (2); 1971 c. 336; 1973 c. 334 s. 57; 1975 c. 93; 1977 c. 107, 427; 1979 c. 260, 311, 328.

Filing of a proper petition by the requisite number of electors in a senate, assembly or congressional district will qualify the political organization referred to in said petition as a party entitled to a separate ballot within the specific district only for all the state, congressional, legislative and county offices for which an elector of such district may vote. The petition may be circulated commencing after any November general election and ending on the June 1 immediately prior to the next succeeding September primary. A petition filed February,

1972, signed by the electors of an assembly district, would not qualify filing political organization for a separate ballot at the presidential preference primary to be held at the April, 1972, spring election. 61 Atty Gen 41.

**5.64 General election ballots.** At general elections the following ballots, when necessary, shall be provided for each ward.

(1) **OFFICIAL BALLOT.** There shall be a separate ballot giving the names of all candidates for state, congressional, legislative and county offices in substantially the same form as annexed Ballot "A"

(a) The ballot shall be labeled "Official Ballot" in lettering at least three-eighths inch high. Directly underneath in plain, legible type, shall be the following voting instructions: "If you desire to vote a straight party ticket for all statewide, congressional, legislative and county offices, place a cross (X) or other mark in the circle under the party designation at the top of the column of the party of your choice. If you desire to vote for individual candidates, place a cross (X) or other mark in the square to the right of each candidate you wish to vote for or write the name of your preference in the space provided. When voting for governor and lieutenant governor, you may cast your vote only for the candidates on one ticket jointly"

(b) Below the voting instructions the ballot shall be divided into vertical columns. The names of the candidates on the regular party tickets nominated at the primary or replacements appointed under s. 8.35 (2) shall be printed each in a separate column under the party designation. The columns shall be arranged from left to right according to rank, based on the number of votes received by the party's candidate for governor at the last election beginning with the party that received the most votes. To the right of the party columns shall be the necessary number of columns for independents.

(c) The party designation shall be printed at the top of each column and under it shall appear a circle at least three-eighths of an inch in diameter for electors wishing to vote a straight party ticket. Within each column only candidates nominated by the party designated at the head of the column shall appear.

(d) The offices shall be consecutively arranged vertically beginning at the top with governor and lieutenant governor, then remaining statewide offices, if any, congressional offices, legislative offices and ending with county offices.

(e) Within each column, each space shall state the office to be voted for directly above the candidate's first and last name. The candidate's name shall be placed in the party column by which nominated or if independent, in a column

designated independent and all candidates for the same office shall appear on or between the same horizontal lines on the ballot. Independent candidates for the same county office shall be listed in an order drawn by lot by or under supervision of the county clerk or board of election commissioners. The board shall conduct a redrawing for purposes of determining the arrangement of independent candidates for state office in the manner provided in s. 5.60 (1) (b). To the right of each candidate's name, in each column, shall be a square for the elector to place his or her cross (X) or other mark.

(f) In the case of balloting for the office of governor and lieutenant governor, the names of the candidates shall be placed in the party column by which nominated or if independent, in a column designated independent. To the right of the names of the set of candidates for governor and lieutenant governor, in each column shall be one square for the elector to cast his ballot jointly for both offices.

(g) Following under the independent candidates for each office, a space shall be provided for the elector to write in the name of a candidate of his or her choice for that office.

(2) REFERENDUM BALLOT. There shall be a separate ballot when any proposed constitutional amendment or any other measure or question is submitted to a vote of the people. The ballot shall give a concise statement of each question in accordance with the act or resolution directing submission in substantially the same form as annexed Ballot "D". This ballot form shall be used at all elections when questions are submitted to a vote of the people.

(a) The ballot shall be titled "Official Referendum Ballot" in lettering at least three-eighths of an inch high. Directly underneath in plain, legible type shall be the following voting instructions: "If you desire to vote on any question, place a cross (X) or other mark in the square beneath the question after 'yes' if in favor of the question, or place a cross (X) or other mark in the square after 'no' if opposed to the question".

(b) Under voting instructions shall be the concise statement of the question submitted. Directly under each question shall appear the words "yes" and "no" with a square to the right of each word.

(c) In addition to the official referendum ballot described in pars. (a) and (b), there shall be the following official referendum ballots, substantially in the forms annexed.

1. Form D1 under ss. 67.05, 67.13 and 67.14.
2. Form D2 under s. 66.054 (5) (c).
3. Form D3 under s. 66.054 (5) (c).
4. Form D4 under s. 176.38 (3).
5. Form D5 under s. 8.05 (3) (f).

(3) PRESIDENTIAL BALLOTS. There shall be a separate ballot when the president and vice president of the United States are to be elected containing the names of all candidates for the offices in substantially the same form as annexed Ballot "C".

(a) The ballot shall be titled "Official Presidential Ballot" in lettering at least three-eighths inch high. Directly underneath in plain, legible type shall be the following voting instructions: "Place a cross (X) or other mark in the square opposite the names of the candidates for whose electors you desire to vote or write in the name of a candidate for either president or vice president, or both, in the space provided. Vote in ONE square only". The board shall take administrative notice of the nominations of the parties entitled to a separate ballot under s. 5.62 (1) (b) or (2) for the offices of president and vice president. The names of the presidential electors for the candidates supplied under ss. 8.18 (2) and 8.20 (2) (b) are not listed on the ballot but a vote for the candidates for president and vice president is a vote for them through their named presidential electors.

(b) The party candidates shall be arranged consecutively from top to bottom based on the number of votes received by their party's candidate for governor at the last election beginning with the party that received the most votes. The independent president-vice president candidates shall be listed together in an order drawn by lot by or under supervision of the board, following under the party candidates. Following under the independent candidates, a space shall be left for writing in the names of a candidate for president and vice president.

History: 1971 c. 304 s. 29 (2); 1977 c. 26, 427; 1979 c. 260.

Revisor's Note, 1980: The elections board has the duty to prepare and revise the official ballot forms under s. 7.08 (1) (a). Please contact the elections board for the latest forms.

5.66 Number of ballots. (1) For local elections, where necessary, municipal clerks shall have sufficient ballots printed or otherwise prepared whenever a voting system does not utilize printed ballots to assure a ballot for all electors or voting machines. For all other elections the municipal clerks shall certify to their county clerk, on the first day of the month preceding the month in which the primary is held, the approximate number of electors in the municipality. The county clerk shall total these estimates and order a sufficient supply to assure ballots for all electors and voting machines.

(2) The county clerk shall print a sufficient number of sample ballots. Sample ballots shall be printed on nonwhite colored paper and shall be overprinted "SAMPLE". Voting machine sample ballots shall be a reduced size diagram of

the face of the board or screen inside the voting machine with all candidates, issues and voting instructions as they will appear on the official ballot. Sample ballots to be used with an electronic voting system in which ballot labels or ballot cards are used shall be an actual size copy of the ballot labels and ballot card. The county clerk shall distribute the samples approximately as follows: 45% shall be kept in the clerk's office and distributed to electors requesting them; 45% shall be sent to the municipalities for distribution to the electors; and 10% shall be sent to the polling places in proportion to the number certified in sub. (1) and made available to electors at the polls on election day.

**History:** 1979 c. 260, 311, 355.

**5.68 Cost of elections. (1)** Except as otherwise expressly provided, all costs for ballots, supplies, machines, equipment and any other material necessary in preparing or conducting any election shall be paid for by the county or municipality whose clerk or board of election commissioners is responsible for providing them under ch. 7.

**(2)** When voting machines are used or when an electronic voting system is used in which all candidates and referenda appear on the same ballot card, the ballots for all national, state and county offices and for county and state referenda shall be printed and paid for by the county wherein they are used. When the voting machine or electronic voting system ballot includes a school district ballot, that portion of the ballot shall be paid for by the municipality in the school district with the property having the highest equalized valuation. When voting machine or electronic voting system ballots include 2 or more levels of government, the cost of ballot printing or preparation shall be prorated between the units of government sharing responsibility for the ballot.

**History:** 1979 c. 260, 311, 355.

**5.70 Preparation of ballots; printing of registration lists. (1)** The county clerk shall award the printing or preparation of ballots to the lowest responsible bidder upon the accepted bidder's filing with the clerk a bond in the penal sum of at least twice the amount of the accepted bid. If the ballots must be printed or prepared by the manufacturer or distributor of an electronic voting system in order to be utilized with that system, the award may be made without bidding upon furnishing of the required bond. The bond shall be signed by one or more sureties and conditioned upon the bidder's faithful performance of all conditions imposed upon him or her by the clerk. The clerk shall keep all ballot printing or preparation proposals in his or her

office. The county clerk may reject all bids. If bids are not received for voting machine ballots the county clerk may enter into contracts for the printing of the ballots without bids.

**(2)** The city board of election commissioners in cities having a population of more than 500,000 may similarly provide for the printing of registration lists.

**History:** 1977 c. 394 s. 53; 1977 c. 427; 1979 c. 311.

**5.72 Correcting ballot errors. (1)** As soon as possible after ballots are delivered to the county clerk or to the municipal clerk if the municipality is printing ballots under s. 7.15 (2), but not later than 3 weeks before any election relating to a state office or statewide referendum, the county or municipal clerk printing the ballots shall submit one copy of each ballot to the board for review of possible errors. If the ballot printer supplies proofs in advance of ballot printing, the clerk shall submit one copy of the proofs in lieu of actual ballots. If a voting machine ballot is used, the entire ballot shall be submitted, but if paper ballots are used, only those ballots relating to state offices and statewide referenda need be submitted. This subsection does not require delay of ballot distribution or mailing of absentee ballots.

**(2)** The board shall review ballots and proof copies submitted under sub. (1) and shall notify the county and municipal clerk of any error as soon as possible but in no event later than 7 days after submission. The clerk is not required to correct a ballot error upon receipt of notice of the error, unless ordered to do so under sub. (3).

**(3)** Whenever an affidavit is filed by any elector alleging an error or omission in the preparation of the ballots, the circuit court for the county where the ballot is proposed to be used or its presiding judge, by order, may summarily require a county or municipal clerk to correct the error, or show cause why it should not be corrected and, by order, after the hearing, have the correction made.

**History:** 1979 c. 260; 1979 c. 311 s. 19; 1979 c. 355 ss. 9, 10.

### SUBCHAPTER III

#### ELECTRONIC VOTING SYSTEMS

**5.76 Adoption, experimentation or discontinuance of systems.** The governing body of any municipality may by ordinance adopt, experiment with, or discontinue any electronic voting system authorized by this subchapter and approved under s. 5.91 for use in this state, and may purchase or lease materials or equipment for such system to be used in all or some of the wards within its jurisdiction, either exclusively in combination with mechanical voting ma-

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chines, or in combination with paper ballots where such ballots are authorized to be used.

History: 1979 c. 311

**5.77 Applicable procedures. (1)** So far as applicable, the procedure provided for voting paper ballots applies when an electronic voting system employing the use of ballots distributed to electors is used.

**(2)** So far as applicable, the procedure provided for voting with mechanical voting machines applies when an electronic voting system employing the use of electronic voting machines is used.

History: 1979 c. 311

**5.78 Voting booths.** At polling places where an electronic voting system employing the use of ballots distributed to electors is used, the municipality shall supply a sufficient number of voting booths for the use of electors as provided in s. 5.35 (2).

History: 1979 c. 311

**5.79 Instruction of electors.** At polling places where an electronic voting system employing the use of ballot cards or ballot labels and voting devices is used, the election officials shall offer each elector instruction in the operation of the voting device and ballot label or ballot card before the elector enters the voting booth. No instructions may be given after the elector has entered the voting booth, except as authorized under s. 6.82 (2). All instructions shall be given by election officials in such a manner that they may be observed by other persons in the polling place.

History: 1979 c. 311

**5.80 Demonstrator electronic voting system.** When an electronic voting system is used in a forthcoming election, the municipal clerk may provide, for the purpose of instructing electors in the election, one or more demonstrator electronic voting systems using the names of fictitious candidates or fictitious questions for placement in any public building within the municipality in which the election occurs. If such placement of a demonstrator takes place it shall be made available at least 30 days before the election.

History: 1979 c. 311

**5.81 Ballot information; arrangement; absentee ballots. (1)** Whenever the statutes require the use of separate ballots or columns or rows for offices, parties or referenda, and an electronic voting system employing a ballot label or ballot card is used at a polling place, a single ballot may be used for all offices, refer-

enda and parties. The ballot information, whether placed on the ballot or on the voting device, shall, as far as practicable, be grouped and ordered in the same manner as provided for other ballots under this chapter, except that the information on the ballot card need not be in separate columns or rows and the information in the ballot label booklet may appear on a number of pages.

**(2)** When an electronic voting system utilizes a ballot label booklet and ballot card, ballots for candidates and ballots on referenda may be placed on the voting device by providing in the ballot booklet separate ballot label pages or series of pages distinguished by differing colors. Whenever practicable, all candidates for the same office shall appear in the booklet on the same page or facing pages. More than one question may be placed on the same ballot page or series of pages. Ballot label pages for referenda shall be on paper of blue color and shall precede all other ballot label pages in the ballot label booklet. Ballot label pages for candidates shall be on paper of white color. In elections where provision is made for straight party voting by marking a party circle, the designation of the political parties for straight party voting shall be on a separate page on which no names of candidates may appear. On each succeeding page of the candidate booklet, where the ballot information is listed vertically, the party affiliation of each candidate or the designation "independent" or the candidate's statement of principles, if any, shall appear immediately to the left of the candidate's name, and the name of candidates for the same office shall be listed vertically under the title of that office.

**(3)** If a municipality utilizes an electronic voting system in which ballots distributed to electors are employed, absentee ballots may consist of ballots utilized with the system or paper ballots and envelopes voted in person in the office of the municipal clerk or voted by mail. If a ballot card is used for voting by mail it shall be accompanied by a punching tool or marking device, elector instructions and a sample ballot showing the proper positions to vote on the ballot card for each party, candidate or referendum and, if the ballot card is to be punched, shall be mounted on a suitable material.

History: 1979 c. 311

**5.82 Separate write-in ballots.** A separate write-in ballot, which may be in the form of a paper ballot, card or envelope in which the elector places his or her ballot card after voting, shall be provided by each municipality where an electronic voting system is utilized to permit electors to write in the names of persons whose

names are not on the ballot whenever write-in votes are authorized.

History: 1979 c 311.

**5.83 Preparation for use of voting devices; comparison of ballots.** Where voting devices are used at a polling place, the municipal clerk shall cause the voting devices to be put in order, set, adjusted and made ready for voting when delivered to the polling place. Before the opening of the polls the inspectors shall compare the ballots used in the voting devices with the sample ballots furnished and see that the names, numbers and letters thereon agree and shall certify thereto on forms provided by the board.

History: 1979 c 311

**5.84 Testing of equipment; custody of programs and ballots.** (1) Where any municipality employs an electronic voting system which utilizes automatic tabulating equipment, either at the polling place or at a central counting location, the municipal clerk shall, on any day not more than 10 days prior to the election day on which the equipment is to be utilized, have the equipment tested to ascertain that it will correctly count the votes cast for all offices and on all measures. Public notice of the time and place of the test shall be given by the clerk at least 48 hours prior to the test by publication of a class 1 notice under ch. 985 in one or more newspapers published within the municipality if a newspaper is published therein, otherwise in a newspaper of general circulation therein. The test shall be open to the public. The test shall be conducted by processing a preaudited group of ballots so punched or marked as to record a predetermined number of valid votes for each candidate and on each referendum. The test shall include for each office one or more ballots which have votes in excess of the number allowed by law and, for a partisan primary election, one or more ballots which have votes cast for candidates of more than one recognized political party, in order to test the ability of the automatic tabulating equipment to reject such votes. If any error is detected, the municipal clerk shall ascertain the cause and correct the error. The clerk shall make an errorless count before the automatic tabulating equipment is approved by the clerk for use in the election.

(2) Before beginning the ballot count at each polling place or at the central counting location, the election officials shall witness a test of the automatic tabulating equipment by engaging the printing mechanism and securing a printed result showing a zero count for every candidate and referendum. After the completion of the count, the ballots and programs used shall be

sealed and retained under the custody of the municipal clerk in a secure location.

History: 1979 c 311

**5.85 Receiving, counting, tallying and return of ballots.** (1) At any polling place at which an electronic voting system is utilized, the following procedures for receiving, counting, tallying and return of the ballots shall be used. Whenever paper ballots are utilized at a polling place in combination with ballots employed in an electronic voting system, the paper ballots shall be deposited in a separate ballot box or boxes, according to the types of ballots used. For the purpose of transporting the ballots or the record of the votes cast, the municipal clerk shall provide a secure container for each polling place. At each polling place, the applicable portions of the procedure prescribed for initiating the canvass under s. 7.51 (1) and (2) shall be performed, except that no count of the ballots, except write-in votes and paper ballots used for absentee voting and other purposes authorized by law, may be performed at a polling place if a central counting location is designated for the counting of ballots at that polling place by the municipality.

(2) The election officials shall examine the ballots or record of votes cast for write-in votes and shall count and tabulate the write-in votes. When an electronic voting system is used which utilizes a ballot which is distributed to electors, before separating the remaining ballot cards from their respective covering envelopes, the election officials shall examine the ballots for write-in votes. When an elector has cast a write-in vote, the election officials shall compare the write-in vote with the votes on the ballot to determine whether the write-in vote results in an overvote for any office. In case of an overvote for any office, the election officials, consisting in each case of at least one election official of each of the 2 major political parties, whenever officials of both parties are present, shall make a true duplicate ballot of all votes on the ballot card except for the office which is overvoted, by using the ballot label booklet and voting device for the ward, if any, and one of the punching or marking devices so as to transfer all votes of the elector except for the office overvoted, to an official ballot of that kind used in the ward at that election. Write-in votes shall be counted as provided in s. 7.50 (2) (d). The original ballot upon which there is an overvote shall be clearly labeled "Overvoted Ballot" and the ballot so produced "Duplicate Overvoted Ballot", and each shall bear the same serial number which shall be placed thereon by the election officials, commencing with number "1" and continuing consecutively for each of the ballots of that kind



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in that ward. The election officials shall initial the "Duplicate Overvoted Ballot" ballots and shall place them in the container for return of the ballots. The "Overvoted Ballot" ballots and their envelopes shall be placed in the "Original Ballots" envelope. Ballots bearing write-in votes marked in the place designated therefor and bearing the initials of an election official and not resulting in an overvote and otherwise complying with the election laws as to marking shall be counted, tallied, and their votes recorded on a tally sheet provided by the municipal clerk. Ballot cards and ballot card envelopes shall be separated and all ballots except any which are defective or overvoted shall be placed separately in the container for return of the ballots, along with the ballots marked "Duplicate Overvoted Ballots".

(3) The election officials shall examine the ballots to determine if any is damaged or defective so that it cannot be counted by the automatic tabulating equipment. If any ballot is damaged or defective so that it cannot be properly counted by the automatic tabulating equipment, the election officials, consisting in each case of at least one official of each of the 2 major political parties whenever present, in the presence of witnesses, shall make a true duplicate ballot of all votes on that ballot by using the ballot label booklet and voting device for the ward, if any, and one of the punching or marking devices so as to transfer all votes of the elector to an official ballot of that kind used in the ward in that election. The original ballot shall be clearly labeled "Damaged Ballot" and the ballot so produced "Duplicate Damaged Ballot", and each shall bear the same number which shall be placed thereon by the election officials, commencing with number "1" and continuing consecutively for the ballots of that kind in the ward. The election officials shall initial the "Duplicate Damaged Ballot" ballots, and shall place them in the container for return of the ballots. The officials shall place "Damaged Ballot" ballots and their envelopes in the "Original Ballots" envelope.

(4) The original ballots shall be preserved with the duplicate ballots and delivered by the inspectors to the municipal clerk. The officials shall then make out a slip indicating the number of electors voting in person, number of absentee ballots deposited in the ballot box, and the total number of electors of each ward served by the polling place who voted at the election, which shall be signed by all the inspectors.

(5) If the municipality has designated a central counting location to be used to count ballots under s. 7.51 (1), the inspectors shall count and deposit the paper ballots in the

container. The inspectors shall then place the slip made out under sub. (4) in the container. The inspectors shall also place the tally sheet recording the write-in votes and other votes cast on paper ballots, and all other ballots, or the record of the votes cast on an electronic voting system where no ballots are distributed to electors, in the container and shall thereupon immediately seal the container with an adhesive seal provided by the municipal clerk for the purpose in such manner that the seal completely covers the opening in the container, and each of the inspectors shall sign the seal. The "Defective Ballots" envelope, and "Original Ballots" envelope each shall be securely sealed and the flap or end thereof of each signed by the inspectors and returned to the central counting location with the box for return of the ballots, enclosed ballots and returns. Thereupon 2 of the election officials, of different political parties whenever officials of both parties are present, shall forthwith and by the most direct route transport the container and envelopes to the central counting location designated by the municipal clerk.

History: 1979 c. 311.

**5.86 Proceedings at central counting location. (1)**

At the central counting location, a team of election officials designated by the municipal clerk shall check the container returned containing the ballots to determine that all seals are intact, and thereupon shall open the container, check the inspectors' slip and compare the number of ballots so delivered against the total number of electors of each ward served by the polling place who voted, remove the ballots or record of the votes cast and deliver them to the technicians operating the automatic tabulating equipment. Any discrepancies between the number of ballots and total number of electors shall be noted on a sheet furnished for that purpose and signed by the election officials.

(2) All proceedings at the central counting location shall be under the direction of the municipal clerk. Except for any specially trained technicians required for the operation of the automatic tabulating equipment, the employes at the central counting location shall be equally divided between members of the 2 major political parties under s. 7.30 (2) (a) and all duties performed by the employes shall be by teams consisting of an equal number of members of each political party whenever sufficient persons from each party are available.

History: 1979 c. 311.

**5.87 Tabulating votes.** If a central counting location is not utilized, the procedure for tabulating the votes by the automatic tabulating equipment shall be under the direction of the

chairperson of inspectors and shall conform to the requirements of the automatic tabulating equipment. If any ballot is not accepted by the automatic tabulating equipment, the election officials shall make a duplicate ballot to replace that ballot in the manner prescribed in s. 5.85 (3). All proceedings at the polling place and at any central counting location shall be open to the public, but no person, except those employed and authorized for the purpose, may touch any ballot, container, envelope, return or equipment.

**History:** 1979 c. 311.

**5.89 Official return.** The return produced by the automatic tabulating equipment shall be appended to the tally sheet by the canvassers. The return constitutes a part of the official return for the ward or election district. The municipal clerk shall check the totals shown by the return and, if it appears that there is an obvious discrepancy with respect to the number of votes cast in any ward or election district, the clerk shall have the ballots for that ward or election district publicly retabulated to correct the return. Upon completion of the count, the return is open to the public.

**History:** 1979 c. 311.

**5.90 Recounts.** Except as otherwise provided in this subchapter, recounts of votes cast on an electronic voting system shall be conducted in the manner prescribed in s. 9.01. The officials shall test the automatic tabulating equipment to be used prior to the recount as provided in s. 5.84, and then the official ballots or the record of the votes cast shall be recounted on the automatic tabulating equipment. In addition, the ballots shall be checked for the presence or absence of the initials and other distinguishing marks, the ballots marked "Rejected", "Defective" and "Objected to" shall be examined to determine the propriety of such labels, and the "Duplicate Overvoted Ballots" and "Duplicate Damaged Ballots" shall be compared with their respective originals to determine the correctness of the duplicates.

**History:** 1979 c. 311.

**5.91 Requisites for approval of ballots, devices and equipment.** No ballot, voting device, automatic tabulating equipment or related equipment and materials to be used in an electronic voting system may be utilized in this state unless it is approved by the board. The board may revoke its approval of any ballot, device, equipment or materials at any time for cause. No such ballot, voting device, automatic tabulating equipment or related equipment or material may be approved unless it fulfills the following requirements:

(1) It enables an elector to vote in secrecy and to select the party or the independent candidates for whom an elector will vote in secrecy at a partisan primary election.

(2) It enables an elector to vote a straight party ticket whenever this option is permitted by law.

(3) Except in primary elections, it enables an elector to vote for a ticket selected in part from the nominees of one party, and in part from the nominees of other parties, and in part from independent candidates and in part of candidates whose names are written in by the elector.

(4) It enables an elector to vote for a ticket of his or her own selection for any person for any office for whom he or she may desire to vote whenever write-in votes are permitted.

(5) It accommodates all referenda to be submitted to the electors in the form provided by law.

(6) The voting device or machine permits an elector in a primary election to vote for the candidates in the party primary of his or her choice, and the automatic tabulating equipment or machine rejects any ballot on which votes are cast in the primary of more than one recognized political party, except where an elector casts write-in votes for candidates of more than one party on a ballot that is distributed to the elector.

(7) It permits an elector to vote at an election for all persons and offices for whom and for which the elector is lawfully entitled to vote; to vote for as many persons for an office as the elector is entitled to vote for; to vote for or against any question upon which the elector is entitled to vote; and it rejects all choices recorded on a ballot for an office or a measure if the number of choices exceeds the number which an elector is entitled to vote for on such office or on such measure, except where an elector casts excess write-in votes upon a ballot that is distributed to the elector.

(8) It permits an elector, at a presidential or gubernatorial election, by one action to vote for the candidates of a party for president and vice president or for governor and lieutenant governor, respectively.

(9) It prevents an elector from voting for the same person more than once for the same office, except where an elector casts excess write-in votes upon a ballot that is distributed to the elector.

(10) It is suitably designed for the purpose used, of durable construction, and is useable safely, securely, efficiently and accurately in the conduct of elections and counting of ballots.

(11) It records correctly and counts accurately every vote properly cast and maintains a

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cumulative tally of the total votes cast that is retrievable in the event of a power outage, evacuation or malfunction so that the records of votes cast prior to the time that the problem occurs is preserved.

**(12)** It minimizes the possibility of disenfranchisement of electors as the result of failure to understand the method of operation or utilization or malfunction of the ballot, voting device, automatic tabulating equipment or related equipment or materials.

**(13)** The automatic tabulating equipment authorized for use in connection with the system includes a mechanism which makes the operator aware of whether the equipment is malfunctioning in such a way that an inaccurate tabulation of the votes could be obtained.

**History:** 1979 c. 311.

**5.92 Bond may be required.** Before entering into a contract for the purchase or lease of an electronic voting system or any ballots, voting devices, automatic tabulating equipment or related equipment or materials to be used in connection with a system, any municipality may require the vendor or lessor to provide a performance bond with a licensed surety company as surety, guaranteeing the supply of additional equipment, parts or materials, provision of adequate computer programming, preventive maintenance or emergency repair services, training of election officials and other municipal employees or provision of public educational materials for a specified period, or guaranteeing the security of the computer programs or other equipment or materials to be utilized with the system to

prevent election fraud, or such other guarantees as the municipality determines to be appropriate.

**History:** 1979 c. 311.

**5.93 Administration.** The board may adopt reasonable rules for the administration of this subchapter.

**History:** 1979 c. 311.

**5.94 Sample ballot labels and cards; publication.** When an electronic voting system employing a ballot label and ballot card is used, the county and municipal clerk of the county and municipality in which the polling place designated for use of the system is located shall cause to be published, in the type B notices, a true actual-size copy of the ballot label and ballot card containing the names of offices and candidates and statements of measures to be voted on, as nearly as possible, in the form in which they will appear on the official ballot label and ballot card on election day. The notice may be published as a newspaper insert. Municipal clerks may post the notice if the remainder of the type B notice is posted.

**History:** 1979 c. 311.

**5.95 Elector information.** The board shall prescribe information to electors in municipalities and counties using various types of electronic voting systems to be published in lieu of the information specified in s. 10.02 (3) in type B notices whenever the type B notice information is inapplicable.

**History:** 1979 c. 311.