

Board of Canvassers Report Tabular Statement of Votes Cast

_____, Wisconsin
(Insert Municipality and County, County Canvass insert County Only)

Municipal Referendum (Date of Election) _____

Insert Referendum Question:			
Reporting Units	Yes	No	
Total Votes Cast-Yes/No:			
Total Votes Cast-Referendum:			

Completing the Tabular Statement of Votes Cast

Instructions for Municipal Canvass:

- Write the name of your municipality and the date of the referendum in the heading.
- Enter the complete referendum question in the shaded area.
- Make sure that all wards or ward combinations are listed in proper numerical order in the left-hand column. The smallest number in a combination determines the order. (*Example: Wards 1&4; Wards 2,6 & 7; and Wards 3&5.*)
- For each reporting unit, list the number of votes cast for “yes” and for “no.”
- Enter the total number of votes cast for “yes” and for “no” in the “Total Votes Cast-Yes/No” row.
- Enter the **total number of votes cast** (not voters!) for the referendum in the “Total Votes Cast-Office column. This total is the sum of the vote totals for “yes” and for “no.”

Notes for Municipal Clerks:

Combining Reporting Units. A municipality may provide for combined wards by resolution up to 30 days before the referendum, if your population is under 35,000. The wards being combined must use the same polling place.

Instructions for County Canvass:

- Write the name of your county and the date of the referendum in the heading.
- Enter the complete referendum question in the shaded area.
- Please list all municipalities and wards in the correct order in the left hand column. The smallest number in a combination determines the order. (*Example: Wards 1&4; Wards 2,6 & 7; and Wards 3&5.*)
 1. Towns, alphabetically, wards numerically.
 2. Villages, alphabetically, wards numerically.
 3. Cities, alphabetically, wards numerically.
- Make sure that all wards or ward combinations are listed along with the municipality name. If a municipality is divided by wards, but combines them for voting purposes and reports one total, **you must still identify the numbers of the wards** being reported. (*Example: Town of Anywhere, Wards 1&2. If a municipality is not divided by wards do not list “Ward 1.”*)
- For each reporting unit, list the number of votes cast for “yes” and for “no.”
- Enter the total number of votes cast for “yes” and for “no” in the “Total Votes Cast-Yes/No” row.
- Enter the **total number of votes cast** (not voters!) for the referendum in the “Total Votes Cast-Office column. This total is the sum of the vote totals for “yes” and for “no.”

Certification of the Board of Canvassers

We, the undersigned, certify that we are the members of the Board of Canvassers for

(insert municipality and county, if county canvass insert county only)

We certify that the attached Tabular Statement of Votes Cast and Summary Statement of the Board of Canvassers, canvassed and prepared by us, are correct and true as compiled from the original returns made to the

_____ Clerk.
(County, Municipal, School District)

We further determine and certify that the following referendum question was approved (or rejected) by a majority of the electors voting on the question based on the vote totals recorded on the attached statement.

Text of Question

Date of Referendum Vote: _____

BOARD OF CANVASSERS

- (1) _____
- (2) _____
- (3) _____
- (4) _____
- (5) _____

(Date)

This document is signed by:

For Municipal Elections

- The inspectors when there is only one polling place and one set of election results. s.7.53(1), Stats.
- The municipal board of canvassers when there are 2 or more reporting units. s.7.53(2)(a), Stats.

For State and County Elections

- The county board of canvassers. s.7.60(2), Stats.

Summary Statement of the Board of Canvassers

_____ Election _____,
(Name of Election) (Date of Election)

The total number of votes cast for the Referendum (insert the text of the question) was .

_____ of which
YES received _____
NO received _____