

TOWN OF NORWAY MUNICIPAL ELECTION SCHEDULE – MARCH 30, 2010

Note: All numerical statutes are in reference to S.C. Code of Laws, 1976, as amended.

- JANUARY 20** PLACE FIRST “NOTICE OF ELECTION” and
“NOTICE OF FILING AD” (7-13-35)
- FEBRUARY 3** SECOND “NOTICE OF ELECTION” AD (7-13-35)
- FEBRUARY 12** STATEMENT OF CANDIDACY AND STATEMENT OF ECONOMIC
INTEREST FORM MUST BE FILED WITH THE MUNICIPAL CLERK BY THE
CLOSE OF BUSINESS (5-15-70)
- FEBRUARY 15** COPY OF STATEMENT OF CANDIDACY DELIVERED TO THE
ORANGEBURG COUNTY VOTER REGISTRATION AND ELECTIONS
OFFICE
- FEBRUARY 15** COUNTY ELECTION COMMISSION PREPARES ABSENTEE BALLOTS
ONCE COPY OF STATEMENT OF CANDIDACY IS RECEIVED
- FEBRUARY 15** BEGIN RECRUITING POLL WORKERS (7-13-72)
- MARCH 13** LAST DAY TO REGISTER TO VOTE IN MUNICIPAL ELECTION (7-5-150)
- MARCH 23** POLL MANAGER TRAINING SESSION
- MARCH 29** POLL WORKERS PICK UP ELECTION MATERIAL FROM COUNTY
ELECTION COMMISSION
- MARCH 30** **** ELECTION DAY****
POLLS OPEN 7:00 a.m. – 7:00 p.m.
- APRIL 1** MUNICIPAL ELECTION COMMISSION HOLDS PROVISIONAL BALLOT
HEARING AND CERTIFICATION OF ELECTION RESULTS (5-15-100)
- APRIL 6** LAST DAY TO FILE SUCCESSFUL CANDIDATES LIST WITH THE STATE
ETHICS COMMISSION
- ANY PROTEST MUST BE FILED WITH THE MUNICIPAL ELECTION
COMMISSION WITHIN 48 HOURS FROM THE TIME THE POLLS CLOSE
- IF PROTEST IS FILED, MUNICIPAL ELECTION COMMISSION MUST
CONDUCT PROTEST HEARING WITHIN 48 HOURS (5-15-130)
- CANDIDATE HAS 10 DAYS FROM THE DATE OF THE DECISION TO
APPEAL TO THE COURT OF COMMON PLEAS (5-15-140)

- January 20** Place First “Notice of Election” And
“Notice of Filing Ad” (7-13-35)
- February 3** Second “Notice of Election” AD (7-13-35)
- February 12** Statement of Candidacy, Statement of Economic Interest Form, and \$5.00 Filing Fee must be filed with the Municipal Clerk by the 12:00 Noon (5-15-70)
- February 15** Statement of Candidacy and Statement of Economic Interest Form must be delivered to the Orangeburg County Voter Registration and Elections Office
- February 15** County Election Commission prepares absentee ballots once copy of Statement of Candidacy is received by the Orangeburg County Voter Registration and Elections Office
- February 15** **BEGIN RECRUITNG POLL WORKERS**
Need a minimum of 3 poll workers for each precinct. Poll workers cannot be Municipal Election Commissioners or immediately related to any candidate who will appear on the ballot. Poll workers do not have to be residents of the town. The Town rate of pay for poll workers is 1 poll manager per precinct at \$180.00 and all other poll workers at \$130.00 each
- February 28** **VOTER REGISTRATION DEADLINE**
Last day to register to vote and be eligible to participate in this election
- March 23** **POLL MANAGER TRAINING**
All poll workers must attend training and receive certification in order to conduct the election and be paid. Municipal Election Commissioners should attend training
- March 29** **POLL WORKERS PICK UP ELECTION MATERIAL FROM COUNTY**
Poll manager supplies, instructions and all other necessary paper work will be available for pickup in the County Administrative Centre, Registration & Elections Office, Room 201 between the hours of 8:30 a.m. and 5:00 p.m. on Friday before the election. Voting booths and ballot boxes will be delivered by the Orangeburg County Public Works Department. Commissioners should confirm that all materials necessary to conduct the election are in order. Commissioners should verify that access to all poll facilities has been arranged for poll workers to arrive no later than 6:15 a.m. on Election Day
- March 30** **** ELECTION DAY ** POLLS OPEN 7:00 a.m. – 7:00 p.m.**
Commissioners do not have to be at the polls all day but should be available if necessary. Commissioners are responsible for picking up any absentee ballots from the Voter Registration & Elections office by 7:00 p.m. At the close of the polls, the poll workers return all elections materials, except for the voting machines to the Voter Registration & Elections office. Commissioners are responsible for securing all election material until certification hearing is held on the Thursday after the election

April 1

MUNICIPAL ELECTION COMMISSION HOLDS PROVISIONAL BALLOT HEARING AND CERTIFICATION OF ELECTION RESULTS

MEC must convene no later than 1:00 p.m., Thursday after the election and conduct a hearing on any ballots challenged and officially certifies the results. Remember all results are unofficial until certified by the Municipal Election Commission

April 6

FILE SUCCESSFUL CANDIDATES LIST

After certification of the election results determining the winners, a list of all the successful candidates must be given to the State Ethics Commission by this date

PROTESTED ELECTION DEADLINE

All candidates have 48 hours from the close of the polls to protest the results. Any protest must be filed in writing with the MEC within the 48 hour period from the close of the polls. The deadline to file a protest is Thursday, 7:00 p.m. If your election is protested, immediately contact your town attorney for representation

PROTEST HEARING DEADLINE

Within 48 hours of the filing of any protest, the MEC must notify all parties concerned and must conduct a protest hearing. It is very important that a record of the protest proceedings be kept. It is recommended that the MEC obtain the services of a court reporter or stenographer to provide this record. In the event that the MEC's decision is appealed, the court will need to have a copy of the protest hearing. Additionally, the MEC should prepare, with the assistance of the town attorney, a written order concerning its decision in the protested election. This order should be sent to all candidates involved in the protest

PROTEST HEARING APPEAL

Any candidate aggrieved by the decision has 10 days from the date of the decision to appeal to the Court of Common Pleas

Return of Election Material

Please return all materials provided in the election with the exception of the ballots voted and un-voted. The town is required to keep all ballots used and unused in the election for 24 months and then they may be destroyed. The county will pick up the voting booths as soon as possible after the election. The MEC must provide one copy of the officially certified election results to the town clerk and one copy to the Orangeburg County Election Commission

If you have any questions, please call as soon as possible. You can receive assistance by calling the Orangeburg County Voter Registration & Elections office at the following numbers:

533-6213	Howard Jackson
533-6210	Vacant
533-6211	Kizzie Scott
533-6212	Vacant
533-6214	Vacant
533-6215	Fax

If we cannot be reached you may contact the State Election Commission at the following numbers:

(803) 734-9060	Main Number
(803) 734-9146	Gary Baum, Public Information Director
(803) 734-9070	Chris Whitmire, Public Information Coordinator