



City of Belleville  
Form EL12

**APPOINTMENT OF SCRUTINEER BY CANDIDATE**

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Check here if appointment applies to all Voting Places within the Municipality

Check here if appointment applies only to a particular Voting Place within the Municipality and identify the Voting Place below:

Voting Place: \_\_\_\_\_

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TAKE NOTICE that I, \_\_\_\_\_ a candidate for the office of  
(Name of Candidate)

\_\_\_\_\_ in Ward \_\_\_\_\_ hereby appoint \_\_\_\_\_  
(office being sought) (Ward#) (Name of Scrutineer)

to attend at the Voting Place(s) for Ward \_\_\_\_\_ (as indicated above) in the Municipality of the City  
of Belleville, to represent me in such Voting Place(s) on \_\_\_\_\_.  
(voting date(s))

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Candidate

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**CONDUCT OF SCRUTINEERS**

- 1) Before being admitted to a Voting Place, a person Appointed as scrutineer shall produce and show his/her Appointment (the "Scrutineer Form EL12") to the Election Official for the Voting Place and take the oral Oath of Secrecy (Form EL12 (B)) from the Election Official before being permitted to remain in the Voting Place.
- 2) The candidate or his/her scrutineer has the right to place their own seal on the ballot box immediately before the opening of the Voting Place so that ballots can be deposited in the box but cannot be withdrawn without breaking the seal; and immediately after the close of the Advance Vote Days and on Election Day so that ballots cannot be deposited or withdrawn without breaking the seal. The seal MUST NOT contain any writing that could be considered "election campaigning", therefore, the name of the candidate IS NOT permitted on the seal. HOWEVER, if a candidate or scrutineer should include their seal on a ballot box, please note that Section 55(5) of the Municipal Elections Act, 1996, states:

*“Despite subsection 88(6.1) (records), the Clerk may, if he or she considers it necessary in order to interpret the statement of results, examine any of the documents and materials in a ballot box in the presence of the relevant Deputy Returning Officer.”*

In other words, if an Election Official's Statement of Election Results is NOT complete or contains an error, the ballot box may be opened in the presence of the Clerk and the Election Official in order to resolve the discrepancy. It is NOT a requirement that candidates and/or scrutineers be notified or present when this takes place.

- 3) Election Officials are responsible for the conduct of the Voting Place and no candidate or scrutineer has the right to interfere with an Election Official in the discharge of his or her duties.
- 4) During the fifteen minutes before the opening of the Voting Place, the candidate or scrutineers who are entitled to be present in a Voting Place during voting hours, are entitled to visually inspect the ballots and all other papers, forms and documents, but not so as to delay the timely opening of the Voting Place. Scrutineers/candidates are permitted to listen to discussions between the Election Officials and the Elector but they are NOT permitted to observe how an Elector votes. Scrutineers/candidates are NOT allowed to speak to Electors, touch the ballots or interfere with the voting process. They are simply there to observe.
- 5) Only one scrutineer per candidate is allowed at any given time at each Voting Place. The candidate and his or her scrutineer ARE NOT permitted to be present at the Voting Place at the same time. If a candidate or scrutineer wishes to have a discussion with another scrutineer or candidate, they must leave the Voting Location and carry on their discussion outside of the Voting Place.
- 6) No campaign material or literature of any nature whatsoever shall be displayed within the Voting Place. The boundaries of the Voting Place are the boundaries of the property where the Voting Place is located and includes the parking lot. Candidates, supporters and scrutineers are NOT permitted to wear campaign material, hand out campaign material, or park a vehicle displaying campaign material in the parking lot of the Voting Place. Anyone breaking these rules will be asked to remove the campaign material immediately.
- 7) Scrutineers are reminded to provide a clipboard for their use, as sitting at a table, which is provided for Election Officials, IS NOT permitted.
- 8) Scrutineers/candidates wishing to observe the close of a Voting Place MUST be at the Voting Place prior to 8:00 p.m. No one will be admitted to the Voting Place after 8:00 p.m.