



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

Official ELECT Advisory

DATE: June 17, 2024 **Updated for 2024 November General**
SUBJECT: Election Night Requirements - Reminder
WHY THIS IS NEEDED: To remind localities of what **must** be reported election night.
ACTION ITEMS: ~~Reminder: Democratic data must be entered in the 2024 June Democratic Primary and Republican data must be entered in the 2024 June Republican Primary.~~

On election night, *before leaving*, you must enter in Enhanced Results:

- **Summary Entry page:** Enter your **Early Voting** and **Mailed Absentee** combined summary results, and
- **Detailed Results Entry precinct pages:** Enter your **Election Day results by precinct**, and
- **Statistics Entry page:** Enter your **Election Night Provisional Counts** by reason code, and
- **Reporting Status page:**
 - Change your Early Voting, Election Day, and Mailed Absentee statuses to **Election Night Complete**
 - Change your precinct statuses to **Election Night Complete** (Note: Provisional precinct should be left "not reported" on election night).

Optional: If you choose to enter your Early Voting and Mailed Absentee **by precinct** results on election night, do so **after** you have entered the above required data. This does not have to be completed on election night, however.

Enhanced Results Training Materials can be found in [FormsWarehouse > Election Management](#) (redacted) and [LMS Course: June November 2024 Enhanced Results Training Materials](#) (with screenshots). Recordings of the training webinars conducted this month are also available in the LMS course.

ELECT staff will be available to help you election night. See the attached After Hours Schedule.

CONTACT: **Election Night:** Review the attached After Hours Schedule.

For all other matters:

Region 1 (Tidewater) Viki Mainwaring 804-593-2274 victoria.mainwaring@elections.virginia.gov

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ADVISORY NUMBER:

 **COMM-419** - Election Night Requirements - Reminder

CLOSED