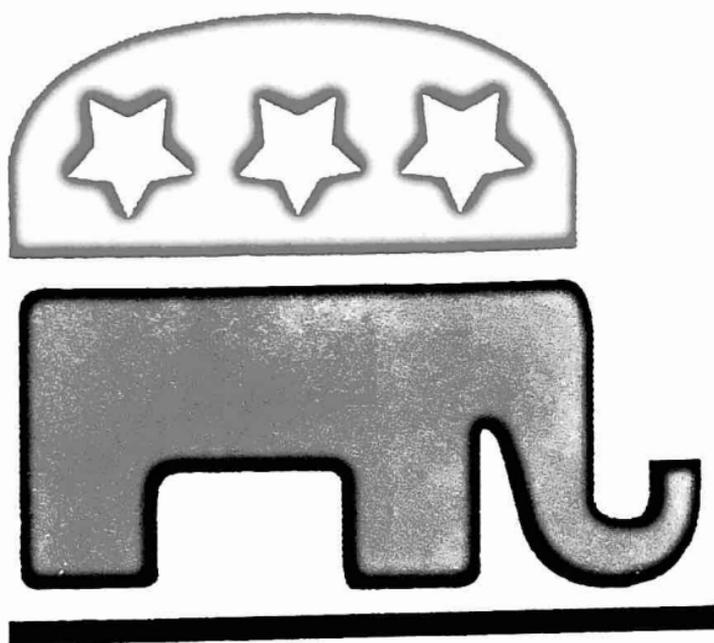


HANDBOOK



**MORRIS
COUNTY
REPUBLICAN
COMMITTEE**



Back in 1840, Abraham Lincoln, the symbolic father of the Republican Party, outlined what had to be done to win an upcoming election. His program remains a guide for the involved Committeeperson of today ...



We can only win when
OUR REPUBLICANS
come to the polls and vote for
OUR CANDIDATES!

Dear County Committee Member:

Congratulations on being elected to the Morris County Republican Committee. Your role as a committee member is the foundation on which our party is built. It is your effort and work that will enable us to continue to provide the kind of quality government that Morris County residents have come to expect. The election results are also directly related to the degree to which you carry out your responsibilities. Good government is no accident; it comes from hard work and an organized effort.

John R. Sette Chairman
Patti Page Vice Chairman



The County Committee is composed of one man and one woman from each election district (in which they must reside unless otherwise specified in your municipal by-laws.)

The county committee person is elected at a Primary Election for a two-year term by the Republican voters in their district. Their term of office begins on the first Saturday following the Primary Election.

In order to have your name placed on the Primary ballot you must file a petition with your municipal clerk 54 days before the Primary Election. You must file every other year for a two-year term.

The County Committee people are, in effect, members of the Municipal Committee and the County Committee. County Committee members are the direct official representatives of the Republican Party to all Republicans in their election district. It is the responsibility of the county committee members to organize their district in order to ensure the maximum Republican voter turnout at every election.

The County Committee members, being the direct line of communication for the Republican Party, will be in constant touch with the voters in their district, and, therefore, will:

- A. Be able to disseminate information for the Party and its candidates.
- B. Be aware of problems in the district.
- C. Be available to help voters with their problems and thus be a good neighbor. Bring unresolved problems to the attention of the Chairman.
- D. Be the recipient of much valuable feedback for the Party and its candidates.
- E. Register people to vote!!!

Within the district for which you are responsible you should:

- A. Establish friendly relations to win the confidence of the residents.
- B. Serve these residents by:
 1. Offering assistance in times of adversity or temporary emergency.
 2. Rejoice with them on happy occasions.
- C. Keep your municipal chairman informed of:
 1. Any local problem.
 2. Any change in residency.
 3. Any death.
 4. Prospective voters approaching the age of 18 years.

DUTIES

1. Greet New Residents

The name and address of new residents who have moved into your district will be furnished to you by your municipal chairman (or information is available at town hall). It is important that every person with Republican leanings is registered to vote.

2. Maintain Voter Files

A computer or card file can be used:

- a. To keep in touch with the status of each voter.
- b. As a source list of volunteers who will help in the campaign and election activities.
- c. As a check list for use in keeping a running record of who comes to the polls and who does not – also who must be called and brought to the polls on election day to ensure a full Republican turnout.
- d. As a record of those who tend to vote by absentee ballot.
- e. As a record of what follow-up must be made to win those on the doubtful list and who might be persuaded to vote Republican in a particular election.

HOW TO VOTE ABSENTEE

Apply in person or by mail to County Clerk for Primary and General Election (address is on application).

State home address, address to which ballot should be sent, and the reason for request. Sign with the same signature used at the polls, Ballot and instructions will be mailed to applicant.

Application for a ballot must be received by mail no later than 7 days preceding an election.

Emergency provisions within the 7 day period, and until 3 PM the day before election: A voter may vote absentee **in person** at the office of the County Clerk. If ill or incapacitated, they may send someone as a messenger with written authorization to obtain a ballot and return it to the County Clerk's office.

NO ONE RECEIVING AN ABSENTEE BALLOT SHALL BE PERMITTED TO VOTE AT THEIR POLLING PLACE, All absentee ballots must reach the County Election Board by 8 PM on election day.

Prior to Election Day

1. Become acquainted with all local candidates so you can advocate on their behalf to the voters. Know the Republican platform and the issues, and you should also:
 - A. Help with distribution of pre-election literature.
 - B. Make plans to assist the Headquarters Committee on Election Day.
 - C. Help arrange candidates' parties or events.
 - D. Make arrangements for baby-sitting and or transportation on Election Day.
 - E. Distribute absentee voter applications.
2. Provide Absentee Ballots.
Your file will assist you in this.
3. Conduct Voter Registration Drives.
Walk and introduce the Candidates to Republicans in your district. Coordinate town wide drives with committeemen and women in other districts.
4. Recommend members to serve on the District Election Boards.
These appointments are paid jobs created for one year in April. They should be given to Loyal Republicans who support the party. Submit names to your municipal chairman.
5. Recommend Challengers
Each candidate may have two challengers in each District. Submit names to your Chairman. Assign challengers to ensure complete coverage throughout the election day, set a schedule for challengers, see that each one gets a copy. Try to schedule them for two hours. This is important in the General Election.



General Election Day

1. Assure that every Republican voter votes. Check your file and have people available to provide transportation to the polls. Challengers will provide a list of who has voted. Check at least two hours before the polls close and, if necessary, telephone those who have not yet voted with a reminder to do so.
2. Make sure all legal voters are counted and correctly announced.
3. Take the tally to your municipal chairman who will record, total and telephone the results to the county headquarters. This important job must be done immediately after the polls close.

DUTIES OF CHALLENGERS

The challenger must wear a badge and carry a challenger's permit.

These are supplied, upon application, by the County Election Board.

A candidate may enter any polling place in which he is a candidate, without displaying a badge, although he may be asked to identify himself.

DEADLINE

The application forms may be obtained from the County Board of Elections.

The deadline for challenger applications is two weeks before Election Day.

Any registered voter in the County is eligible to be a challenger, however, it is advantageous to have challengers from your own district whenever possible as these people are familiar with their neighbors and the area.

In most municipalities, challengers perform the additional duties of recording those persons who have voted.

Challengers may also assist the County Committee members with phone calls on election day to contact those people who have not voted.

FOR CHALLENGERS ONLY

As a challenger on Election Day, you will be performing an important function in this campaign. Just by your physical presence at the polling place, you will deter most people who are inclined to do anything illegal or improper.

During the voting, you have the right to challenge anyone you suspect is not qualified to vote and **you have the right to ask any reasonable questions necessary to determine their right to vote.** You have a right to be in a position to see the voting machine face when no one is inside voting. You are also entitled to be where you can see and compare the signature of each voter with their signatures already in the book, and you should be where you can hear each voter give his name and address. If you cannot hear the voter or cannot see the signature, ask. It is your duty to do so.

If you suspect someone is voting improperly, challenge them immediately. Once they have voted it is too late. To vote in New Jersey a person must be:

1. A citizen and at least 18 years old.
2. A resident of New Jersey - must live in state and county.
3. Live in the voting district or sign an affidavit that he has moved elsewhere in the County within the past 29 days. The Superintendent of Elections has copies of such affidavits.



A blind person may select any person to go in the voting booth with him.

Electioneering is not allowed in the polls or any area closer than a 100 ft. distance outside the entrance to the polls, You should know that only the Election Board, challengers, candidates, voters and police officers are allowed in polling places. Also, remember that each voter is allowed a maximum of two minutes in the voting machine.

GENERAL THOUGHTS ON WHAT TO DO AS A CHALLENGER

1. Be firm and courteous, but don't argue
2. If a problem occurs, ask the Election Board to act.
3. If anything else looks out of line or improper, call them immediately.
4. Since you may have to call in a hurry, locate the nearest pay phone shortly after you arrive at the polls. Also, we advise you to carry enough small change with you to make several calls.
5. Take a pen or pencil and a notebook to the polls with you.
6. **If you have to leave the polling place uncovered, make a point of checking the Public Counter before you leave and when you return.**
7. Know these phone numbers:

County GOP Headquarters:
973-539-7630

Superintendent of Elections:
973-285-6715

County Board of Elections
Republican Commissioners:
973-285-8350





REGISTRATION

WHO CAN REGISTER

New Jersey has permanent Voter Registration. Any U.S. citizen who will be 18 years of age at the time of the election may register to vote.

RESIDENCE

Required residence period is 30 days in the state of New Jersey, and 30 days in Morris County.

RESIDENCE CHANGES

Voters moving within the County from town to town or from district to district must fill out a Change of Residence form and file it with the Superintendent of Elections. If a voter moves within the 29 day period preceding an election, the voter may vote at the voting site where he resides. After that, the voter must file a change of address form.

WHO MUST RE-REGISTER

Any person who has moved from one County to another County, or from another State must register.

WHEN DO I VOTE PROVISIONAL BALLOT

If you have moved within Morris County to another Municipality and have NOT notified the Superintendent of Elections of this change, you will vote by Provisional Ballot at the Polling Place of your new residence on Election Day.

WHERE TO REGISTER

1. Superintendent of Elections.
2. Municipal Clerk's Office.
3. Registration forms mailed to Superintendent of Elections.

Each Committee member should have a good supply of registration forms. Have them with you when canvassing your district and be sure to supply candidates with forms, especially when campaigning door to door.

PARTY DECLARATION FORM

Purpose: A party declaration is a request to switch affiliation to another political party. The declaration form is filed by a voter who wishes to vote in a primary as a member of one political party but who is a registered member of a different party, or has never voted.

Filing Form: The party declaration form may be filed by mail or in person at either the office of the County Superintendent of Elections or the Municipal Clerk's office. The form must be received no later than 50 days before the primary election.

First Time Voters: Voters participating in their first primary, regardless of number of years registered, may state their party preference at the polls on election day.

Party Status: Voters retain their party affiliation unless they are no longer registered and are required to register because they moved to another county, or until they disaffiliate from their political party by indicating this preference on a party declaration form. New registrants and voters who have never voted in a primary may vote in the party primary of their choice on election day without filing a voter declaration form.

ABSENTEE BALLOTS

Many elections have been either won or lost by the Absentee Ballot.

Know the families in your district. Contact anyone you may know who has a son or daughter away at college or in the service for the address and see that they are sent an application for an Absentee Ballot. When canvassing your neighborhood, ask if anyone may need an Absentee Ballot. Visit nursing homes, hospitals, senior citizen housing to offer an Absentee Ballot application to favorable voters who qualify.



REASONS TO VOTE BY ABSENTEE BALLOT

- Persons expecting to be absent from the state
- Illness or physical disability (including blindness and pregnancy)
- Observance of religious holiday
- Resident attendance at school, college or university
- Hours and nature of employment

A Military Service Ballot may be used by a person qualified to vote, whether registered or not, who is:

- In the military service, including spouses and dependents
- A patient in a veterans' hospital
- Civilians attached to or serving with the Armed Forces out of this state, including spouses and dependents residing with or accompanying them.

Basic Information for each card or file

Front:

1. Name
2. Address
3. Phone Number
4. Political leanings, if known
5. Time voter appears at polls pattern will appear (saves duplication of telephone calls)

Back:

1. Year voting.
2. Election (Primary, General).
 - a. In Primary, since voters can now change party affiliation each year, keep track of party they vote for.
 - b. If they vote absentee, mark card.

The above gives you the basics. Any other personal information regarding transportation, children, etc., can be added to assist you with your records.

Street lists are made available by the County Clerk prior to each general election. This helps Committee members bring their files up to date before the election. Copies are available at Republican Headquarters.

3. Have Forms Available

Keep a supply of Voter Registration Forms, Party Declaration Forms, Absentee Ballots (Military and Civilian) and Change of Address Forms on hand. The latter are used by people moving to another district within the County.

4. Meet People in the Community

Attend local meetings, P.T.A., Church, and Civic Functions. You are the link from the voter to the Morris County Chairman to the Republican Candidate.

5. Recruit Workers

Remember retired people and Young Republicans.

ELECTION CALENDAR

APR: Appointments to District Boards of Elections: By County Board of Election on recommendation of Municipal Chairman.

50 days prior to Primary Election:
Deadline for voters to choose party affiliations.

40 days prior to Primary Election:
Deadline for filing petitions to Municipal Clerk for Municipal offices. County Clerk for County Offices.

MAY: 30 days prior to Primary Election Deadline for voter registration and change of address.

14 days before Primary Election Deadline for appointment of Challengers.

7 days before Primary Election:
Deadline for Absentee Ballot Applications to County Clerk.

JUNE: Monday before Primary Election:
3 PM deadline for Special Emergency Absentee Ballots. (See November instruction.)

1st Tuesday after 1st Monday:
Primary Election.

1st Saturday after Primary:
County Committee takes office at noon.



OCT: 30 days before General Election:
Deadline for Voter Registration and change of address for voters.

14 days before General Election:
Deadline for appointments of Challengers.

7 days before General Election:
Deadline for Absentee Ballot Applications to the County Clerk.

NOV: Monday before General Election:
3 PM deadline for special emergency Absentee Ballot Applications taken from people who have taken ill or have been called out of town after the 7 day absentee deadline. Must be delivered by hand to County Clerk's office.

1st Tuesday after 1st Monday:
General Election.

THE REPUBLICAN ORGANIZATION

NATIONAL CHAIRMAN

Selected by National Committee
4 Year Term

NATIONAL COMMITTEE

One National Committeeman and woman
from each State

In New Jersey they are elected by the
State Committee in a Presidential year
4 Year Term

STATE CHAIRMAN

Selected by the State Committee
4 Year Term

STATE COMMITTEE

State Committeeman and woman are
elected from each County at large -
Gubernatorial year, June Primary
4 Year Term

COUNTY CHAIRMAN

COUNTY VICE CHAIRMAN

Selected by Committeemen & women at
the County Re-organization meeting
2 Year Term

MUNICIPAL CHAIRMAN

Selected by Committeemen & women at
the Municipal Re-organization meeting
2 Year Term

COMMITTEEMAN - COMMITTEEWOMAN

Elected in each District
June Primary
2 Year Term