



## MUNICIPAL ELECTIONS BALLOTS PRICE LIST

Item	Member Price	Non-Member Price
<b>Ballots</b> ( <i>Available in packages of 50</i> )		
• 50 to 1,000	34¢ each	37¢ each
• 1,001 - 2,500	32¢ each	35¢ each
• 2,501 and More	29¢ each	32¢ each
• 10,000+	<i>Contact us for a quote</i>	
<b>Template for Use of Visually Impaired Voters</b> (For more than 9 candidates, contact us for a quote.)	\$5.50	\$5.75
<b>Shipping/Handling Charges</b> (+ applicable taxes)		
Expedited shipping by Canada Post (1-2 days)	\$30.00	\$30.00
Orders picked up at our office	\$10.00	\$10.00

### FILLING OUT THE FORM

#### Appearance of Names of Candidates:

- Clearly print the names exactly as they are to appear on the ballot (e.g. Mary SMITH).
- Double-check for accuracy and spelling.

#### Order of Names:

- Names are listed in alphabetical order unless you select random or rotating names.
- Random/rotating names orders are subject to the rules in Section 91(1) and (2) of *The Local Government Election Act*. You **must** provide a copy of the approved resolution allowing for random or rotating names.
- Printing price for random/rotating names will be quoted on an individual order basis.

#### Number of Candidates to be Elected:

- List how many positions are being elected. (e.g. one or two councillors)

#### Colour of Ballots:

- Ballots are printed on white paper unless more than one position is being elected.
- For multi-ballot elections, ballots are printed as follows:
  - mayoral ballots are green
  - councillor/alderman ballots are white
  - votes on bylaws, resolutions, or questions are cream

#### Ballot Proof and Authorization:

- We will send you a ballot proof(s) for approval and to obtain an authorizing signature. The authorization allows us to proceed with printing the ballots.
- We accept responsibility for errors on the ballots **only** if the printed ballots do not match the authorized proof.

If you need assistance, phone 306-525-3727 or email: [suma@suma.org](mailto:suma@suma.org).



# MUNICIPAL ELECTIONS BALLOTS ORDER FORM

MUNICIPALITY NAME: \_\_\_\_\_

DATE OF ELECTION: \_\_\_\_\_ DATE OF ADVANCE POLL: \_\_\_\_\_

DEADLINE FOR MAIL-IN BALLOTS: \_\_\_\_\_

Form	Act	Name of Form	Quantity
N	S 91	Ballots – Mayor	
N	S 91	Ballots – Councillor or Alderman	
DD	SS 148(1)	Ballot for Vote on Bylaw or Resolution	
EE	SS 148(1)	Ballot for Vote on Question	
FF	C 148(1)(c)	Ballot for Vote on Two or More Bylaws, Resolutions or Questions	
W	C 123(1)(c)	Template for Use of Visually Impaired Voters	

**ORDER OF NAMES IS ALPHABETICAL  
UNLESS YOU SELECT ONE OF THE FOLLOWING:**

Random  Rotating (Note: Provide a copy of the approved resolution.)

**CANDIDATES FOR MAYOR:** *(attach list if needed)*

First Name	Last Name

**CANDIDATES FOR: \_\_\_ COUNCILLOR \_\_\_ ALDERMAN** *(attach list if needed)*

**NUMBER OF POSITIONS TO BE ELECTED:** \_\_\_\_\_

First Name	Last Name

**OFFICE USE ONLY:** Received: \_\_\_\_\_ Shipped: \_\_\_\_\_ Sent via: \_\_\_\_\_  
Waybill No. \_\_\_\_\_ Invoice No. \_\_\_\_\_ Shipping: \$ \_\_\_\_\_



## MUNICIPALITY INFORMATION

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Name of Municipality: \_\_\_\_\_

Name and Title of Contact Person: \_\_\_\_\_

P.O. Box: \_\_\_\_\_ City/Town/Village: \_\_\_\_\_ Postal Code \_\_\_\_\_

Street Address (*for courier delivery*): \_\_\_\_\_  
\_\_\_\_\_

Orders weighing 5 kg or less will be sent by expedited shipping through Canada Post. If, due to your remote location, another service is necessary please specify: \_\_\_\_\_  
\_\_\_\_\_

Office Telephone: 306- \_\_\_\_\_ \*Other: 306- \_\_\_\_\_

\*If your office is closed some weekdays, include an alternate phone number.

Email Address: \_\_\_\_\_

## AUTHORIZATION

Name and Title of Authorized Member: \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_

**ORDER EARLY TO AVOID A LAST-MINUTE RUSH!**

Send your completed order form to SUMA:

[suma@suma.org](mailto:suma@suma.org)

For inquiries: phone 306-525-3727 or email: [suma@suma.org](mailto:suma@suma.org)