

Elections Retention Schedule
Based on Building General Services Municipal Records Retention Schedule
(<http://www.bgs.state.vt.us/gsc/pubrec/infospec/schedules/municipal.pdf>)

Description	Local and Special Elections	Primary Elections	General Elections	Disposition Order #
Absent (Early) Voter Ballots - Written Application for	90 Days	22 Months	22 Months	9816.003
Absent (Early) Voter List	90 Days	22 Months	22 Months	9816.004
Ballots, Unused	90 Days	90 Days	90 Days	9819.077
Ballots, Marked (in Ballot Bag)	90 Days	22 Months	22 Months	9819.076
Candidate Petitions and Consent Forms (Statements and Certificate of Nominations)	90 Days	22 Months	22 Months	9820.096 and 9820.097
Checklist, Application and Requests for Withdrawal	2 General Elections after Date of Filing	2 General Elections after Date of Filing	2 General Elections after Date of Filing	9817.026
Checklist, Local, Primary and General Elections (in Ballot Bag)	5 Years, offer to local historical society and Secretary of State's Archives	5 Years, offer to local historical society and Secretary of State's Archives	5 Years, offer to local historical society and Secretary of State's Archives	9817.024
Checklist, Material for Purging	5 Years	5 Years	5 Years	9817.028
Official Return of Vote Form or Copies of Certificates of Votes and Elections	90 Days if uncontested, and one certified copy in the town	22 Months if uncontested, and one certified copy recorded in the town	22 Months if uncontested, and one certified copy recorded in the town	9819.069 and 9819.070
Petitions for Regular or Special Meetings	6 Years	N/A	N/A	9819.073
Presidential Preference Ballots (in Ballot Bag)	N/A	22 Months	N/A	9819.075
Summary Sheets for Election Tabulation (in Ballot Bag)	90 Days	22 Months	22 Months	9820.100
Tally Sheets for Election Tabulation (in Ballot Bag)	90 Days	90 Days	22 Months	9820.101
Warning	3 Months, if recorded	90 Days, if recorded	90 Days, if recorded	9821.112