



Secretary of State

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Presidential Primary 2020 Advisory #05

Ballot Packet Insert

January 13, 2020

[WAC 434-219-155\(3\)](#) requires County Auditors to include an insert with every 2020 Presidential Primary ballot packet.

The insert contains specific instructions to assist voters across Washington State. The seven-step instructional insert (attached), was developed through the cooperative efforts of state and county election administrators.

Customization

Counties must print the insert in substantially the same format as provided by the Secretary of State. What does “substantially” mean? The insert may be customized, but only to reflect the rest of a county’s ballot materials. The message of the insert must remain the same.

The design contains blue and red inks (Step 2). The Office of the Secretary of State strongly recommends printing the inserts in color. Printing costs are charged to the OSOS. If you plan to print on colored paper, ask your printer for advice and choose the best color of paper for readability.

The County Auditor may print additional information on the reverse side of the insert such as ballot deposit locations, contact information, or office hours.

Requirements

Our goal is to educate voters across Washington State with clear and **consistent** instructions.

These elements must remain substantially the same:

- The instructions.
- The steps. Please do not reorder.
- Use the plural form, “declarations.” The insert refers to multiple declarations to meet legal requirements.

- Preserve the size of images and text. Please do not reduce.
- Print the insert in 8.5" x 11" format or larger--fold the insert to a size that fits your envelope.
- The colors red and blue represent the major political parties. For this election only, please refrain from using blue and red except to identify the Republican and Democratic Parties.

For questions about customizing the insert or conducting Washington State's 2020 Presidential Primary, please contact the Certification and Training Program at (360) 902-4180 or [CTsupport](#).