

SAMPLE RESOLUTION FOR CANVASSING ELECTION RESULTS

RESOLUTION

WHEREAS, the general election for the City [Town] of _____ was duly and legally held on _____, as provided by law, and
WHEREAS, the municipal governing body of the City [Town] of _____ met on this ___ day of _____, 20___, all members thereof being present [or a quorum thereof being present], at ___ o'clock a.m., and has canvassed the returns, and has ascertained and determined the number of votes received by each candidate, and
WHEREAS, the said municipal governing body has ascertained and determined the result of said election as follows:

NAME OF CANDIDATE
BOX OR MACHINE NUMBER
TOTAL VOTE

(This is done for each Council place)

NOW, THEREFORE, BE IT RESOLVED by the City [Town] Council of the City [Town] of _____, Alabama, as follows:

1. That _____ received a majority of the votes cast for the office of Mayor and is hereby declared duly elected to that office for the term beginning on the first Monday in November, 20__.
2. That _____ received a majority of the votes cast for the office of Alderman [Councilmember] **Place No. 1** and is hereby declared duly elected to that office for the term beginning on the first Monday in November, 20__.

[Repeated for each council place.]

3. That no candidate received a majority of the votes cast for the office of _____ [Place No. ___], and that _____ and _____ received the most and second most votes cast for that office, therefore, a runoff election between said candidates is hereby ordered to be held on Tuesday, _____ [month/day], 20__, pursuant to the requirements of Section 11-46-20 et seq., of the Alabama Code of 1975, as amended.

[The declaration of results is continued for each office in this manner.]

ADOPTED THIS ___ DAY OF _____, 20__.

[It is customary for each member of the council to sign the resolution of canvass. However, there is no legal requirement to that effect as long as the minutes show the roll call vote upon adoption.]