

# The State of Texas



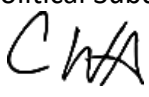
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Jane Nelson  
Secretary of State

## **ELECTION ADVISORY** **No. 2025-22**

**TO:** All Cities, School Districts and Other Political Subdivisions

**FROM:** Christina Adkins, Director of Elections 

**DATE:** November 5, 2025

**RE:** Post-Election Hand Count Audit after the November 4, 2025 Uniform Election Date (CSO)

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Pursuant to Section 127.201(a) of the Texas Election Code (the "Code"), the general custodian of election records in an election in which an electronic voting system is used must conduct a Post-Election Hand Count Audit. The Post-Election Hand Count Audit is a post-election hand count of ballots cast in the election that were electronically tabulated. It is conducted to ensure the accuracy of the tabulation of electronic voting system results. Additional information and detailed procedures regarding the Post-Election Hand Count Audit are available in [Election Advisory No. 2025-21](#) and the [Post-Election Hand Count Audit Guide](#).

**The Post-Election Hand Count Audit applies to election day, early voting in-person and early voting by mail ballots.** The Post-Election Hand Count Audit is required for all entities that automatically tabulate their ballots using an optical/digital scanner. Optical/digital scanners are either precinct ballot counters or central scanners. Therefore, entities that hand counted their ballots are not authorized to conduct the Post-Election Hand Count Audit. Tex. Elec. Code § 127.201(a), (g).

**NOTE:** If your entity conducted a joint election with your county election office and you had a joint ballot, you do not have to conduct a separate Post-Election Hand Count Audit. The Post-Election Hand Count Audit conducted by the county is sufficient to comply with Section 127.201 of the Texas Election Code.

All statutory references in this advisory are to the Texas Election Code ("the Code"), unless otherwise indicated.

**Please Follow these Instructions for Completing your Post-Election Hand Count Audit:**

1. Select the early voting and election day polling locations and ballot by mail precincts in which to conduct the Post-Election Hand Count Audit. As a result of Senate Bill 827 (89th Leg., R.S., effective September 1, 2025), the general custodian is required to select a minimum of three (3) election day polling locations and three (3) early voting polling locations or one percent (1%) of the election day polling locations and one percent (1%) of the early voting polling locations—whichever is greater—for the Post-Election Hand Count Audit. Tex. Elec. Code § 127.201(b). In addition, a minimum of three (3) precincts or one percent (1%) of the precincts in which a ballot by mail was cast—whichever is greater—must be selected for the Post-Election Hand Count Audit.
2. Select the polling locations and precincts at random.
3. Post notice of the date, hour, and place of the Post-Election Hand Count Audit in your office (office of the general custodian of election records). The general custodian of election records may wish to consider posting the notice on the local political subdivision's Internet website and on the bulletin board used for posting notices of the meetings of the governing body of the political subdivision that the authority serves.
4. Begin the Post-Election Hand Count Audit not later than **7:00 p.m., Friday, November 7, 2025** and complete the Post-Election Hand Count Audit not later than **Tuesday, November 25, 2025**.
5. Report results of the Post-Election Hand Count Audit to the Secretary of State:
  - a. Click on the following link:  
<https://webservices.sos.state.tx.us/handcountaudit/index.aspx>
  - b. Select your entity in the dropdown menu.
  - c. The temporary password is: **X73z#DC**  
You will be required to create a new password before proceeding to complete the Post-Election Hand Count Audit.
  - d. Follow the prompts. You will first be asked a few questions which will determine whether you are one of the few political subdivisions that does not need to conduct the Post-Election Hand Count Audit.
  - e. Enter results of the Post-Election Hand Count Audit. The instructions for reporting the Post-Election Hand Count Audit will be available once you access the online system. **Note:** Any discrepancies found between electronic and Post-Election Hand Count Audit totals should be noted in the discrepancy field provided online.
  - f. Print the online page for your records and exit the program.
  - g. Results are due to the Secretary of State by **5:00 p.m., Monday, December 1, 2025**.
  - h. Provide a copy of the results to the county to post on its website in the same location where election results are posted.
    - i. Our office recommends providing a link from your website to the county's website where the results are posted.

If more than one electronic voting system is used for a polling location, the Post-Election Hand Count Audit must include counts from all systems.

### **Opening Ballot Box**

You are not required to petition a district judge for permission to retrieve the ballots, since this is a procedure that is required by law. At the time you have designated to begin the Post-Election Hand Count Audit, you should arrange access to the ballots for the selected polling locations and precincts. Following the Post-Election Hand Count Audit, all election material shall be re-secured and returned to the appropriate authority.

### **Designation of Early Voting Ballot Board**

The general custodian of election records will designate members of the Early Voting Ballot Board to perform the Post-Election Hand Count Audit under the direction of the custodian. If one or more members of the Early Voting Ballot Board are unable to serve, then additional members may be appointed under the procedures outlined in Section 87.002 of the Election Code.

### **Optional Selection of Additional Polling Locations and/or Precincts**

Section 127.201(b-3) of the Election Code permits the general custodian of election records to select additional early voting and election day polling locations and/or ballot by mail precincts to be included in the Post-Election Hand Count Audit. The general custodian may select up to three (3) additional polling locations for early voting, three (3) additional polling locations for election day, and three (3) additional precincts for ballots by mail through a random selection process, by selecting the locations and precincts with the highest turnout, or by using a combination of these two methods. The general custodian may also select additional locations where there are documented discrepancies in the reconciliation paperwork for those locations.

For additional information regarding the selection of additional polling locations and/or precincts, please see [Election Advisory No. 2025-21](#) and the [Post-Election Hand Count Audit Guide](#).

Please contact the Secretary of State's Office at [elections@sos.texas.gov](mailto:elections@sos.texas.gov) or 1-800-252-8683 if you have any questions in conducting your Post-Election Hand Count Audit or if you experience any problems entering your data.

CA:HM:CM