Authorized Representatives: Pre-Canvass and Canvass

Other than Board of Elections personnel, those permitted to be present for the pre-canvass and canvass are limited to candidates, representatives of candidates, parties, and bodies pursuant to 25 P.S. § 2650 and 25 P.S. § 3146.8 of the Pennsylvania Election Code.

Any party or political body or body of citizens which is entitled to have watchers at any primary or election may appoint an authorized representative to be permitted to remain in the room where pre-canvassing occurs. Pursuant to state law, no person observing, attending or participating in a pre-canvass meeting may disclose the results of any portion of any pre-canvass meeting prior to the close of the polls.

Every candidate may be present in-person. If unable to be present, candidates may appoint an authorized representative who shall be permitted to remain in the room where pre-canvassing occurs. Pursuant to state law, no person observing, attending or participating in a pre-canvass meeting may disclose the results of any portion of any pre-canvass meeting prior to the close of the polls.

Acknowledging that the time to pre-canvass and canvass may take extended periods of time, alternate authorized representatives may be appointed, but only one person will be admitted at a time. As a result, we encourage those appointing authorized representatives to consider scheduling those individuals for set times to make the process easier.

Due to security restrictions at the warehouse and the need for preparation, requests for authorized representative letters must be received by 5 p.m. on Friday, October 29, 2021 in order to be approved prior to Election Day. The letters designating individuals as authorized representatives will be sent to the requester via e-mail once processed, along with additional instruction on processes for Election Day.

Those entitled to an authorized representative must email web.comm@alleghenycounty.us with the name of each appointed representative and the person’s address. The request should also provide contact information including name, email address and telephone number for the party leader or candidate should additional information be needed, or questions related to the appointment.
Please note the following:

- Representatives will be required to present their letter at the Elections Warehouse for admittance. Once signed in, all individuals will need to go through security screenings in order to be admitted. Each representative will be provided with a badge which must be worn and visible while in the facility and returned when the representative leaves the facility.
- Representatives must wear a face mask at all times while on the premises and must also observe any other safety and security guidelines in place at the facility, including a requirement that they be escorted when traveling to or from the designated areas.
- Representatives must remain within the physical area designated for representatives.
- Should the number of representatives requesting to be present in this area at any given time exceeds the number consistent with physical distancing guidelines, in-person viewing will be allowed on a rotating basis.
- Representatives may not disrupt or interfere with staff completing the pre-canvass and canvass.
- Representatives shall not be permitted to take photographs, video and audio recordings, or use cell phones inside the observation area during the pre-canvass or canvass. Violators will be removed and have their eligibility revoked.