

Instructions for Voting Online

Revised Nov. 8, 2023

1. Registration in the voting system

Use either the QR code or the pfarrgemeinderatswahlen.de website on the Election Notification Form's tear-off section to enter the online voting system. Registration takes place with two forms of access data: The personal voter ID (voter's date of birth in TTMMJJJJ format, i.e. giving the numbers for the day, month, year of your birth, in that order) and an individual password. You will find your password on the Election Notification Form.

2. Anonymization and confirmation

The voting system checks whether the data is stored in the electoral roll. Access to the voting system is only granted and registration confirmed if the voter is authorized to vote. To proceed further, the voter MUST check the box on that page confirming that they are voting by secret ballot and no other person is observing or otherwise involved.

3. Casting your vote

In the third step, the ballot of the respective parish is displayed and the voters can vote, distributing their available votes among the candidates with a click of the mouse. Members of the International English-Speaking Parish should please vote for a maximum of NINE CANDIDATES ONLY; choosing more than nine will invalidate your ballot.

NOTE 1: The system will present a second ballot, which is for the Parish Council of the voter's local German-language parish, along with the English-speaking community's ballot. Voting for BOTH the English-language and local German council is permitted (though remember to respect the other parish's maximum number of votes, which is separate from the English-speaking parish's limit of nine).

NOTE 2: **Voters should IGNORE two checkboxes** under each ballot; one is for invalidating a vote; the other is for the use of church employees.

4. Verification of the vote

After completing the ballot, the voter is shown it again for confirmation and any errors in the vote are displayed. The vote can now either be corrected or confirmed.

5. Completion of the voting process

To complete the voting process, **the last step is to log out of the voting system. Only then is the ballot transmitted.** The access data cannot be used again and the ballot is stored anonymously in the digital ballot box.

NOTE:

Voting can be interrupted and restarted as often as required - however, once your decision has been bindingly confirmed by logging out, the voter ID is blocked for a further registration attempt.