

Enrolling Procedures

Several major steps must occur before a measure becomes law. A bill must be introduced and read a specified number of times. Both legislative chambers must agree upon the same language for a bill, and it must be presented to the governor. Between the last two major steps, however, an intermediate process occurs in most legislatures. This process is called "enrolling." For the purposes of this report, "enrolling" is defined as the process of changing a bill passed by both chambers into its final format for transmission to the governor.

When are bills enrolled? There is no standard timing for the enrollment of bills. In fact, more than half the legislative assemblies place no fixed time limit on the enrolling process.

Chambers that Have No Fixed Time for Enrolling Bills

Alaska Senate and House	New Jersey Senate and General Assembly
Arizona Senate and House	New Mexico Senate
California Senate and Assembly	New York Assembly
Colorado Senate and House	North Dakota Senate and House
Delaware House	Ohio Senate and House
Florida Senate and House	Oklahoma Senate
Georgia House	Oregon Senate and House
Hawaii Senate	Rhode Island House
Iowa Senate and House	South Carolina Senate and House
Kentucky Senate and House	South Dakota Senate and House
Maine House	Tennessee Senate and House
Maryland Senate	Texas Senate and House
Massachusetts Senate and House	Utah Senate and House
Michigan Senate and House	Vermont Senate and House
Minnesota House	Virginia House
Mississippi House	Wisconsin Senate and Assembly
Nebraska Senate	Wyoming Senate and House
Nevada Senate and Assembly	Puerto Rico Senate

The remaining chambers require bills to be enrolled within specific time frames; however, the times vary considerably, ranging from one day to more than a month. In the following 16 legislative assemblies, bills must be enrolled in six days or less.

Alabama Senate and House	Montana Senate and House
Arkansas Senate	North Carolina House
Idaho Senate and House	Oklahoma House
Louisiana Senate and House	Pennsylvania Senate and House
Minnesota Senate	West Virginia Senate and House

In the Connecticut Senate, Indiana Senate, and Kansas Senate and House, enrollment must occur within seven to 14 days, while the Georgia Senate, Maryland House, New Mexico House, and West Virginia Senate and House allow from 15 days to 40 days for enrolling. In the Missouri Senate and Washington Senate, all bills must be enrolled before the end of session.

The enrolled bill. While a legislature is working upon a bill, some form of highlighting--for example, underlining and strike-through--usually is used to indicate new or deleted language. What happens to that highlighting when a bill is enrolled? As shown in table 98-3.18, 54 chambers retain the emphasized language. In 32 legislative assemblies, the highlighting is removed.

Chapter or act numbers are given to each bill that becomes law, but who assigns the numbers? According to 50 legislative bodies, the secretary of state assigns chapter numbers (see table 98-3.19). It also is common for chapter or act numbers to be given by an office of the revisor, code editor, legislative council, legal services or research; this is true in 22 chambers. However, for the New York Assembly and both chambers in Alaska, Georgia, Hawaii, and Nevada, the governor performs this function. In the Oklahoma Senate, Virginia House, and West Virginia Senate and House, the clerk or secretary gives chapter numbers to new laws. Three chambers--the Minnesota Senate, North Carolina House, and Virginia House--allow the enrolling staff to designate chapter numbers.

In only five chambers--the Minnesota Senate and House, Ohio House, Oklahoma Senate, and Vermont House--are the chapter or act number assigned prior to enrolling and included on the enrolled bill. Thirty-eight legislative bodies leave a space on the enrolled bill, but the act number is added later. Another 37 chambers do not refer to or leave space for chapter numbers on the enrollment (see table 98-3.20).

The final, enrolled copy of a bill usually must be signed by a number of individuals. Most commonly, the presiding officers, clerk or secretary, and governor are the official signers. Twenty chambers require the secretary of state's inscription. Occasionally, a certain committee chair must sign final measures; this occurs in the Georgia Senate, Rhode Island House, and West Virginia Senate and House. In the Indiana Senate and House and Rhode Island House, the author of the measure signs the enrolled bill, as well. A separate signature sheet accompanies legislation enrolled in the Florida Senate. The New Jersey General Assembly does not include signature lines on the enrolled bill. Table 98-3.21 provides more details about who signs enrolled bills.

Obtaining the required signatures is not always an easy task. As a result, someone usually is assigned the responsibility, and table 98-3.22 illustrates who obtains signatures. Most commonly, the clerk or secretary performs this function in 62 chambers. The enrolling staff in 22 legislative bodies are responsible. In the Colorado House, Kentucky House, Mississippi Senate, and New York Assembly, staff from the office of the president or speaker are given the task.

After a bill is enrolled and the legislative signatures are obtained, the measure is ready for presentation to the governor. Most frequently, the clerk or secretary presents an enrolled bill to the governor; this is true in 69 chambers (see table 98-3.23). Someone from the enrolling staff is next most likely to deliver the bills; 22 chambers follow this pattern.

Other individuals may be assigned the responsibility of bringing enrolled bills to the governor. For example, in the Kentucky Senate and House, Rhode Island House, and South Carolina House, someone from the office of the president or speaker performs this task. Personnel from a central, nonpartisan agency are used in the Nevada Senate and Assembly, North Carolina House, South Dakota Senate and House and Texas House. According to the Connecticut Senate and Maine House, the secretary of state presents the enrolled bills. The Ohio Senate uses its message clerk.

Correcting errors. The process of creating the final bill is very exacting, and an error occasionally may be discovered in an enrolled bill. Tables 98-3.24 and 98-3.25 describe how legislative assemblies make corrections to enrollments.

Staffing. Who is responsible for enrolling bills? Most frequently, the work is assigned to the clerk's office or to a central, nonpartisan staff agency (see table 98-3.26). The enrolling staff is part of the clerk's office in 42 chambers and part of a central staff agency in 33 legislative bodies. Table 98-3.27 illustrates how many people are employed by legislative assemblies to perform this function during session and during the interim.

Table 98-3.18 Retention of Highlighting Used to Indicate New or Deleted Text

In the following chambers, enrolled bills retain highlighting used to indicate new or deleted text

Alabama House	Missouri Senate
Alaska Senate and House	Montana Senate and House
Arizona Senate and House	Nebraska Senate
Arkansas Senate	New Jersey Senate and General Assembly
Colorado Senate	North Carolina House
Florida Senate and House	North Dakota Senate and House
Hawaii Senate and House	Ohio Senate and House
Idaho Senate and House	Oklahoma House
Illinois Senate and House	Pennsylvania Senate and House
Indiana House	Rhode Island House
Iowa Senate	Texas Senate and House
Kansas Senate and House	Utah House
Kentucky Senate and House	Vermont Senate and House
Louisiana House	Virginia House
Maine House	Washington Senate
Maryland Senate and House	Wisconsin Senate and Assembly
Minnesota Senate and House	Wyoming Senate and House
Mississippi Senate	

In the following chambers, such highlighting does not remain in the enrolled bill

Alabama Senate	Nevada Senate and Assembly
California Senate and Assembly	New Mexico Senate and House
Colorado House	New York Assembly
Connecticut Senate	Oklahoma Senate
Delaware House	Oregon Senate and House
Georgia Senate and House	South Carolina Senate and House
Indiana Senate	South Dakota Senate and House
Iowa House	Tennessee Senate and House
Louisiana Senate	Utah Senate
Michigan Senate and House	West Virginia Senate and House
Mississippi House	Puerto Rico Senate

Table 98-3.19 Who Assigns Chapter or Act Numbers?

State (1)	Governor	Secretary of state	Clerk or secretary	Office of the revisor or code editor	Office of the legislative council, legal services or research	Enrolling staff	Other
Alabama		B					
Alaska	B						
Arizona		B					
Arkansas		S					
California		B					
Colorado				H	S		
Connecticut					S		
Delaware							2
Florida		B					
Georgia	B						
Hawaii	B						
Idaho		B					
Illinois		B					
Indiana					B		
Iowa				B			
Kansas		B					
Kentucky				B			
Louisiana		B					
Maine						H	
Maryland		B					
Massachusetts		B					
Michigan		B					
Minnesota				B			
Mississippi		B					
Missouri				S			
Montana		B					

Table 98-3.19 Who Assigns Chapter or Act Numbers?, cont'd.

State (1)	Governor	Secretary of state	Clerk or secretary	Office of the revisor or code editor	Office of the legislative council, legal services or research	Enrolling staff	Other
Nebraska							
Nevada	B	B					
New Hampshire							
New Jersey		B					
New Mexico		B					
New York	H						
North Carolina						H	
North Dakota					B		
Ohio					S		
Oklahoma		H	S				
Oregon		B					
Pennsylvania		B					
Rhode Island				H			
South Carolina					B		
South Dakota				B			
Tennessee		B					
Texas		B					
Utah					B		
Vermont		B					
Virginia		H				H	
Washington		S					
West Virginia			B				
Wisconsin		B					
Wyoming		B					
Puerto Rico		S					

Table 98-3.19 Who Assigns Chapter or Act Numbers?, cont'd.

Key:

S=Senate

H=House or Assembly

B=Both chambers

Notes:

1. The following chambers did not return a survey: Arkansas House, Connecticut House, Delaware Senate, Maine Senate, Missouri House, New Hampshire Senate and House, New York Senate, North Carolina Senate, Rhode Island Senate, Washington House, American Samoa Senate and House, District of Columbia Council, Guam Senate, Northern Mariana Islands Senate and House, Puerto Rico House and Virgin Islands Senate.
2. Delaware House: The legislative librarian assigns the chapter or act number.

Table 98-3.20 Is the Act or Chapter Number Assigned Before Enrolling?

State (1)	Yes, chapter number is assigned prior to enrolling and is included on the enrolled bill	No, but space is left on the enrolled bill, and the act number is written in by the appropriate person at a later time	No, and there is no space left for or other reference made to the chapter number on the enrolled bill	Other
Alabama		B		
Alaska		B		
Arizona			B	
Arkansas		S		
California		S	H	
Colorado				2
Connecticut			S	
Delaware			H	
Florida			B	3
Georgia		B		
Hawaii			B	
Idaho		B		
Illinois		H	S	
Indiana			H	
Iowa			S	
Kansas			B	
Kentucky			B	
Louisiana			B	
Maine		H		
Maryland		B		
Massachusetts		B		
Michigan		H	S	
Minnesota	B			
Mississippi		H	S	
Missouri				
Montana				4

**Table 98-3.20 Is the Act or Chapter Number Assigned Before Enrolling?,
cont'd.**

State (1)	Yes, chapter number is assigned prior to enrolling and is included on the enrolled bill	No, but space is left on the enrolled bill, and the act number is written in by the appropriate person at a later time	No, and there is no space left for or other reference made to the chapter number on the enrolled bill	Other
Nebraska				
Nevada		B		
New Hampshire				
New Jersey			B	
New Mexico		B		
New York		H		
North Carolina		H		
North Dakota			B	
Ohio	H		S	
Oklahoma	S		H	
Oregon		H	S	
Pennsylvania		H	S	
Rhode Island		H		
South Carolina		B		
South Dakota			B	
Tennessee		S	H	
Texas			B	
Utah			B	
Vermont	H	S		
Virginia		H		
Washington		S		
West Virginia			B	
Wisconsin		B		
Wyoming		B		
Puerto Rico		S		

**Table 98-3.20 Is the Act or Chapter Number Assigned Before Enrolling?,
cont'd.**

Key:

S=Senate

H=House or Assembly

B=Both chambers

Notes:

1. The following chambers did not return a survey: Arkansas House, Connecticut House, Delaware Senate, Maine Senate, Missouri House, New Hampshire Senate and House, New York Senate, North Carolina Senate, Rhode Island Senate, Washington House, American Samoa Senate and House, District of Columbia Council, Guam Senate, Northern Mariana Islands Senate and House, Puerto Rico House and Virgin Islands Senate.
2. Colorado Senate: The bill number becomes the act number.
3. Florida Senate: The secretary of state stamps the assigned chapter number of the Laws of Florida on the printed bill.
4. Montana Senate and House: Bills are backed with a standard form, and the form is stamped by the secretary of state.

Table 98-3.21 Signature Lines

State (1)	President of the Senate	Secretary of the Senate	Speaker of the House	Clerk of the House	Author of the bill	Governor	Secretary of state	Other
Alabama	B		B					
Alaska	B	B	B	B		B		
Arizona	B	B	B	B		B	B	
Arkansas	S		S					
California		B		B		B		
Colorado	B	B	B	B		B		
Connecticut		S		S		S		
Delaware	H	H	H	H		H		2
Florida	B	B	B	B		B	S	
Georgia	B	B	B	B		B		3
Hawaii	B	B	B	B				
Idaho	B	B	B	H		S		
Illinois	B	S	B	H				
Indiana	B	S	H	H	B	B		4
Iowa	B	S	B	H		S		
Kansas	B	B	B	B			B	
Kentucky	B	B	B	H		H		
Louisiana	B		B			B		
Maine	H		H			H		
Maryland	B		B			B		
Massachusetts	B		B			B		
Michigan		B		B		B		
Minnesota	B	B	B	B		B	B	5
Mississippi	B		B			B		
Missouri	S		S			S		
Montana	B	S	B	H		B		

Table 98-3.21 Signature Lines, cont'd.

State (1)	President of the Senate	Secretary of the Senate	Speaker of the House	Clerk of the House	Author of the bill	Governor	Secretary of state	Other
Nebraska	S	S				S		
Nevada	B	B	B	B		B	B	
New Hampshire								
New Jersey								
New Mexico	B	B	B	B		B		
New York		H	H			H		
North Carolina	H		H			H		
North Dakota	B	B	B	B		B	B	
Ohio	B		B			B	B	6
Oklahoma	B		H			H	H	
Oregon	B	S	B	H		B	B	
Pennsylvania	B	S	H	H		B		
Rhode Island		H		H	H	H		7
South Carolina	S	S	B	S		H		8
South Dakota	B	B	B	B		B	B	
Tennessee	B		B			B		
Texas	B	B	B	B		B		9
Utah	B	B	B	B		B	H	
Vermont	B	B	B	H		H		
Virginia	H		H			H		
Washington	S	S	S	S		S		
West Virginia	B	B	B	B		B		10
Wisconsin	B	S	B	H		B	B	
Wyoming	B		B			B		
Puerto Rico	S		S					

Table 98-3.21 Signature Lines, cont'd.

Key:

- S=Senate
- H=House or Assembly
- B=Both chambers

Notes:

1. The following chambers did not return a survey: Arkansas House, Connecticut House, Delaware Senate, Maine Senate, Missouri House, New Hampshire Senate and House, New York Senate, North Carolina Senate, Rhode Island Senate, Washington House, American Samoa Senate and House, District of Columbia Council, Guam Senate, Northern Mariana Islands Senate and House, Puerto Rico House and Virgin Islands Senate.
2. Delaware House: Signature lines for the House and Senate bill clerks also are included.
3. Georgia Senate: The enrolling chairman and the secretary of the Executive Department sign, too.
4. Indiana Senate and House: The Senate president pro tem signs enrolled bills.
5. Minnesota Senate and House: A signature line is provided for the revisor of statutes.
6. Ohio Senate and House: The director of the Legislative Service Commission signs enrolled bills.
7. Rhode Island House: Signature lines are provided for bill co-sponsors and the chairs of the committees from which the bill passed in each chamber.
8. South Carolina House: The Senate president pro tem and the director of the Legislative Council also sign.
9. Texas Senate and House: If a bill contains an appropriation, the comptroller must sign the enrolled bill.
10. West Virginia Senate and House: The enrolled bill has signature lines for the co-chairs of the Joint Committee on Enrolled Bills.

Table 98-3.22 Who Obtains Signatures?

State (1)	Staff from the office of the Senate president or House speaker	Personnel from a central, nonpartisan staff agency	The clerk or secretary	The enrolling staff	Other
Alabama			H	B	
Alaska			B		
Arizona			B		
Arkansas			S	S	
California			H	S	
Colorado	H			B	
Connecticut					2
Delaware			H		
Florida			H	B	
Georgia			H	S	
Hawaii			B		
Idaho			B		
Illinois			S	H	
Indiana			B		
Iowa				B	
Kansas			B		
Kentucky	H		S		
Louisiana			B		
Maine			H		
Maryland			B		
Massachusetts			B		3
Michigan			H	B	
Minnesota				B	
Mississippi	S		H		
Missouri			S		
Montana			B		

Table 98-3.22 Who Obtains Signatures?, cont'd.

State (1)	Staff from the office of the Senate president or House speaker	Personnel from a central, nonpartisan staff agency	The clerk or secretary	The enrolling staff	Other
Nebraska			S		
Nevada			B		4
New Hampshire					
New Jersey			H		
New Mexico			B		
New York	H				
North Carolina		H			
North Dakota			B		
Ohio			S	H	
Oklahoma			B		
Oregon			B		
Pennsylvania			B		
Rhode Island					
South Carolina			H		5
South Dakota		B			
Tennessee			B	H	
Texas		H		S	
Utah			B		
Vermont			B		
Virginia			H	H	
Washington			S		
West Virginia			S	H	
Wisconsin			B		
Wyoming		B	B		
Puerto Rico			S	S	

Table 98-3.22 Who Obtains Signatures?, cont'd.

Key:

S=Senate

H=House or Assembly

B=Both chambers

Notes:

1. The following chambers did not return a survey: Arkansas House, Connecticut House, Delaware Senate, Maine Senate, Missouri House, New Hampshire Senate and House, New York Senate, North Carolina Senate, Rhode Island Senate, Washington House, American Samoa Senate and House, District of Columbia Council, Guam Senate, Northern Mariana Islands Senate and House, Puerto Rico House and Virgin Islands Senate.
2. Connecticut Senate: The staff of each chamber gather the signatures.
3. Massachusetts Senate and House: Signatures are gathered by the governor and employees of the executive department.
4. Nevada Senate and Assembly: Signatures are obtained by the governor's and secretary of state's staff.
5. South Carolina Senate: A formal ratification session is held, and all officers sign each act.

Table 98-3.23 Who Delivers an Enrolled Bill to the Governor?

State (1)	Staff from the office of the Senate president or House speaker	Personnel from a central, nonpartisan staff agency	The clerk or secretary	The enrolling staff	Other
Alabama			H	B	
Alaska			B		
Arizona			B		
Arkansas			S	S	
California			H	B	
Colorado				B	
Connecticut					2
Delaware			H		
Florida			H	B	
Georgia			H	S	
Hawaii			B		
Idaho			B		
Illinois			S	H	
Indiana			B		
Iowa				B	
Kansas			B		
Kentucky	B		H	H	
Louisiana			B		
Maine			H		
Maryland			B		
Massachusetts			B		
Michigan			H	S	
Minnesota				B	
Mississippi			B		
Missouri			S		
Montana			B		

Table 98-3.23 Who Delivers an Enrolled Bill to the Governor?, cont'd.

State (1)	Staff from the office of the Senate president or House speaker	Personnel from a central, nonpartisan staff agency	The clerk or secretary	The enrolling staff	Other
Nebraska			S		
Nevada		B			
New Hampshire					
New Jersey					3
New Mexico			S	H	
New York			H		
North Carolina		H			
North Dakota			B		
Ohio					4
Oklahoma			B		
Oregon			B		
Pennsylvania			B		
Rhode Island	H		H		
South Carolina	H		S		
South Dakota		B			
Tennessee			S	H	
Texas		H		S	
Utah			B		
Vermont			B		
Virginia				H	
Washington			S		
West Virginia			B		
Wisconsin			B		
Wyoming			B		
Puerto Rico			S	S	

Table 98-3.23 Who Delivers an Enrolled Bill to the Governor?, cont'd.

Key:

S=Senate

H=House or Assembly

B=Both chambers

Notes:

1. The following chambers did not return a survey: Arkansas House, Connecticut House, Delaware Senate, Maine Senate, Missouri House, New Hampshire Senate and House, New York Senate, North Carolina Senate, Rhode Island Senate, Washington House, American Samoa Senate and House, District of Columbia Council, Guam Senate, Northern Mariana Islands Senate and House, Puerto Rico House and Virgin Islands Senate.
2. Connecticut Senate: The secretary of state delivers enrolled bills to the governor.
3. New Jersey Senate and General Assembly: According to the Senate, the chamber in which final passage occurs sends the bill to the governor. In the General Assembly, a bill is delivered to the governor by staff from the clerk 's office.
4. Ohio Senate: The Senate message clerk has this responsibility.

Table 98-3.24 Correction of Errors in Enrolled Bills—Senate

State (1)	Description
Alabama	The governor's office and the secretary of state's office have allowed errors to be corrected before an act number is assigned. No changes may be made after act numbers are assigned.
Alaska	If the enrolled bill is still in possession of the House or Senate, it may be returned to the enrolling staff and corrected. Technical errors may be corrected in the revisor's bill the next year.
Arizona	When an error is discovered in an enrolled bill that has been sent to the governor or secretary of state, a letter is composed, requesting the bill's return to make corrections. The letter usually states that the error is a manifest clerical error and gives the history of how it occurred.
Arkansas	The enrolled bill is recalled from the governor for correction by the secretary of the Senate.
California	Further legislation is required.
Colorado	Legal Services proofs enrolled bills. A correction may be made in one of three ways: 1) If minor and the bill has not been published in journals, the enrolling room does it; 2) third reading amendments correct it; or 3) the other chamber corrects the error by amendment.
Connecticut	The Senate and House must pass an amendment to correct the error.
Florida	If the Legislature is in session, the bill is recalled from the governor's office by concurrent resolution and then corrected. If the error is discovered by the Division of Statutory Revision, the division attaches a history note to the affected statute section. The history note details how the error occurred. The error is corrected by legislation (sometimes called a glitch bill) or by a reviser's bill sponsored by the Rules Committee during the next session of the Legislature.
Georgia	The governor may veto the bill.
Hawaii	Rule 57 states, "When a bill has passed both the Senate and the House of Representatives and an error in it is discovered prior to its having received the approval of the governor, the bill may be returned by concurrent resolution to the house last considering the bill for proper correction."
Idaho	Several things may be done. 1) The clerk or secretary in the house of origin may issue correspondence to the leadership of both chambers explaining the situation and then the bill may be amended. 2) Legislative leadership may ask the governor to veto the original bill and then start a new one through the process. 3) If the bill has been signed into law by the governor, the law would be corrected the next year.
Illinois	The governor may use amendatory veto.
Indiana	Corrections are made through a technical correction bill.
Iowa	A substantive error discovered after the governor has signed the bill would be corrected by legislation the following session. Nonsubstantive corrections are handled through a code editor's bill each session.

Table 98-3.24 Correction of Errors in Enrolled Bills—Senate, cont'd.

State (1)	Description
Kansas	If an error is found, the bill is taken to the revisor of statutes for possible correction. If it cannot be corrected, the revisor's office makes a note to correct the error during the next legislative session. By Senate rule, the secretary is allowed to correct spelling errors, punctuation and "doublets" or repeated words.
Kentucky	The legislature requests the bill's return from the governor. The error in the bill is fixed, and a corrected version is reprinted.
Louisiana	If it is a technical error, the bill is retrieved from the governor's office. Technical mistakes are corrected, and a corrected copy is returned to the governor's office. If it is a substantive error, the bill must be vetoed and reintroduced at the next legislative session.
Maryland	Before signature, the bill may be reprinted.
Massachusetts	Corrections to enrolled bills may be made by amendment in either chamber of the legislature. The governor also has amendment power. The recommendation for an amendment is submitted to the legislature and then voted on by both chambers. Subsequently, the engrossed bill (as corrected by amendment) is enacted by the House and Senate and returned to the governor for his signature or possible veto.
Michigan	<p>If the bill has not been presented to the governor. Proofreading or clerical errors are corrected and the bill is reprinted. For substantive errors, the enrollment is vacated and the joint rules provide for correction of errors by transmission of a letter detailing the errors and corrective amendments. The bill is not transmitted with the letter. After both houses concur with corrective amendments, the bill is reenrolled and reprinted.</p> <p>If the bill has been presented to the governor. For staff errors, a written or verbal request is submitted to the governor's staff, asking them switch the incorrect bill for a corrected version. The constitutional time period for governor to consider the bill is not affected. For substantive errors, a concurrent written request is submitted to the governor, asking him or her to return the bill. The enrollment is vacated, votes are reconsidered, and the bill is amended to correct errors. Bill is reenrolled and reprinted. Constitutional time period for the governor to consider the bill starts over.</p>
Minnesota	Minor clerical errors may be corrected by the revisor's office or through a revisor's (corrections) bill. An error also may be fixed by further legislation.
Missouri	An affidavit from the secretary of the Senate to the governor, accompanied by an explanation letter and a corrected copy of the bill, have been successfully used in the past.

Table 98-3.24 Correction of Errors in Enrolled Bills—Senate, cont'd.

State (1)	Description
Montana	If a governor is amenable, the error is corrected by the governor's amendatory veto. Otherwise, an error is corrected by future legislation.
Nebraska	If the bill has not been delivered to the governor, it may be reconsidered on its final passage and returned to the debate stage for a correcting amendment. However, the amendment may be only technical or clarifying in nature, not substantive.
Nevada	During session, further legislation would be used. After session, the correction would require codification.
New Jersey	A memo is sent to the attorney general by the legislative counsel.
New Mexico	The chief clerk issues a certificate of correction.
North Dakota	If an enrolled bill differs from the journal, the error is corrected by replacing the incorrect pages with corrected ones. The Session Laws contain the corrected version, as do the codified laws. A substantive error that cannot be corrected during a session is corrected through a technical corrections act in the next session.
Ohio	If the error is clerical and the bill has not been signed by the governor, the bill is retrieved and the correction is made by the enrolling staff in the house of origin. If the error is substantive, corrective legislation is required.
Oklahoma	The bill is recalled from the governor by concurrent resolution.
Oregon	If the governor has not signed the enrolled bill, it is destroyed along with all the copies and the bill is reenrolled. If the governor has signed the enrolled bill, it is disenrolled, amended and reenrolled.
Pennsylvania	If the bill has not been signed by the governor, the General Assembly recalls the bill for further consideration by concurrent resolution. If the bill has been signed by the governor, the legislature would have to pass a new bill.
South Dakota	If the error is serious, the bill may be recalled. If time permits, a new bill that amends the original bill may be passed.
Tennessee	The bill must be returned to the Senate for further action.
Texas	Prior to delivery to the governor, a corrective resolution may be adopted by both chambers, directing the enrolling clerk to make certain changes that are specified in the resolution. After delivery to the governor, a resolution recalling the enrolled bill from the governor for further consideration must be adopted. The bill is returned to the appropriate chamber for correction and concurrence, reenrolled and delivered to governor.

Table 98-3.24 Correction of Errors in Enrolled Bills—Senate, cont'd.

State (1)	Description
Utah	If the error is minor and technical in nature, the enrolling staff recalls the bill, corrects the error and issues a new enrollment. If the error is substantive and the bill has been sent to the governor, it must be recalled by a joint resolution passed by a constitutional majority vote of both houses. The bill then is corrected by amendment, and it must be repassed by a majority vote of both houses. The bill must be recalled within the time the governor has to act on the bill and before he has signed or vetoed the bill.
Vermont	Basically, this is a matter of negotiation (and documentation). The secretary of the Senate (for Senate bills) initiates negotiations with the governor's office and the secretary of state. (After signing a bill, the governor delivers the bill to the secretary of state.) If either the governor or secretary of state stands firm and objects, that is the end of the matter. If the governor's office and the secretary of state agree to a change, then the secretary of the Senate will provide them with appropriate documentation (and explanation) to justify correcting the error. The error then is corrected.
Washington	If a correctable error is found before the governor signs the bill, it is taken to either the clerk's or secretary's office and corrected. Some errors are corrected when the statutory laws are compiled.
West Virginia	If the error is substantial and time allows, a new bill is printed. By custom, if the clerks of both chambers agree, the clerk of the house of origin may initial and write minor corrections on the bill.
Wisconsin	Before it is sent to the governor, the enrolled bill can be corrected. If the bill has gone to the governor but has not been signed, a joint resolution must be adopted to recall the enrolled bill. If the governor has signed the bill and an error is detected, the bill can be corrected and resubmitted to the governor for his signature. The Wisconsin courts have ruled that the bill signed in error was not passed by both houses and therefore has no effect.
Wyoming	The bill must be amended by law.
Puerto Rico	If an error is discovered in an enrolled bill, the bill may be reconsidered.

Note:

1. The following chambers did not return a survey: Arkansas House, Connecticut House, Delaware Senate, Maine Senate, Missouri House, New Hampshire Senate and House, New York Senate, North Carolina Senate, Rhode Island Senate, Washington House, American Samoa Senate and House, District of Columbia Council, Guam Senate, Northern Mariana Islands Senate and House, Puerto Rico House and Virgin Islands Senate.

Table 98-3.25 Correction of Errors in Enrolled Bills—House

State (1)	Description
Alaska	If the enrolled bill is still in possession of the House or Senate, it may be returned to the enrolling staff and corrected. If the bill has been transmitted to the governor, a technical error may be corrected by the revisor's bill during the next session.
Arizona	When an error is discovered in an enrolled bill that has been sent to the governor or secretary of state, a letter is sent, requesting the bill be sent back to make corrections. The letter usually states that it is a manifest clerical error and gives the history of how the error occurred. If the error is substantive, corrections are made, if possible, by the authority given to Legislative Council to blend and renumber. Otherwise, the mistake is fixed by further legislation in a special session or during the next regular session.
California	The bill is recalled from the governor's desk and returned to the house of origin for amendment. If the error is purely technical, it may be corrected by the enrolling staff in the clerk's office.
Colorado	The legislature asks the governor to return the bill and corrects the journal.
Florida	The bill is recalled from the president's office or speaker's office; however, once the governor has signed a bill into law, errors cannot be corrected.
Hawaii	If the error is minor or nonsubstantive (does not affect subject matter), the bill is allowed to become law. The revisor of statutes may ask the presiding officer to introduce "by request" a general "clean-up" bill during the next session. If the error is substantive and affects the subject matter, the governor may veto the bill. If the Legislature is in session and time permits, corrective legislation may be considered. If the Legislature has adjourned and the bill is "significant," a special session may be called.
Illinois	If a mistake is found in an enrolled bill after distribution, the enrolled version is corrected and the word "corrected" is inserted next to the bill number. If the bill already has gone to the governor, no corrections are made. The bill may either be signed into law as is, or the governor may use amendatory veto powers to correct the bill.
Indiana	Printers' errors are corrected at the direction of the clerk or counsel to the speaker. Grammatical or other errors included in the text of the adopted bill must be corrected by further legislative action.
Iowa	Errors sometimes are corrected by another bill.
Kansas	If it is an engrossing error, a new page is printed to replace the one containing the mistake. If it is a drafting error, the governor's office is informed. The governor then has the option of signing or vetoing the bill. If the bill is signed, it comes with a message recommending passage of a bill to correct the error.

Table 98-3.25 Correction of Errors in Enrolled Bills—House, cont'd.

State (1)	Description
Kentucky	The bill containing the error may be amended through another bill.
Louisiana	If the bill has been sent to the governor's office, it is retrieved and corrected and a corrected enrollment is returned.
Maine	The bill must be recalled from the governor's desk.
Maryland	No corrections can be made. An error correction bill must be passed in the next legislative session.
Massachusetts	Corrections to enrolled bills may be made by amendment in either chamber of the legislature. The governor has amendment power. The recommendation for an amendment is submitted to the legislature, and it must be voted on by both chambers. Subsequently, the engrossed bill (as corrected by amendment) is enacted by the House and Senate and returned to the governor for his signature or possible veto.
Michigan	If a clerical error has been made, the clerk may authorize staff to correct it. In appropriations, the bill clerk is authorized to adjust totals. The clerk may hold the bill, the House vacates the enrollment, and a joint rule letter of correction is adopted. The House also may reconsider concurrence and return the bill to the Senate for correction. If the bill has been presented to the governor and the mistake is clerical, the official bill can be "traded" with the governor. The House and Senate also will jointly ask for the return of a bill to correct it. All corrected "linens" (enrollments) have a symbol printed at the bottom of the first page to denote correction.
Minnesota	The mistake may be fixed by a corrections bill or an entirely new bill. A bill containing an error may be recalled from the governor for further consideration.
Mississippi	If caught in time and the error is not substantive, the bill is recalled and corrected.
Montana	If a governor is amenable, the error is corrected by the governor's amendatory veto. Otherwise, an error is corrected by future legislation.
Nevada	During session, further legislation would be used. After session, a correction would require codification.
New Jersey	The governor's office receives corrected pages or, if needed, a whole new bill. The new pages are restamped and inserted into the original jacket. This is used only for minor errors.
New Mexico	The errors are corrected and listed on a certificate of correction, which is signed by the chair or vice chair of the Enrolling and Engrossing Committee. An official written report may be sent to the governor.

Table 98-3.25 Correction of Errors in Enrolled Bills—House, cont'd.

State (1)	Description
North Carolina	If the bill has been enacted, it takes further legislation to correct the error. If the bill has not yet been ratified, it may be recalled from the enrolling office by the chamber that ordered it enrolled; the last action may be reconsidered and the bill may be amended on its third reading and returned to the house of origin for concurrence. If the bill is found to contain technical errors--such as misspellings or punctuation--corrections can be made by the enrolling staff; these changes are initialed by the chair of the Rules Committee in the bill's house of origin.
North Dakota	If an enrolled bill differs from the journal, the error is fixed by replacing the pages with corrected ones. The session laws contain the corrected version as does the codified laws. A substantive error that cannot be corrected during a session is corrected through a technical corrections act during the next session.
Oklahoma	Before it is signed by the governor, the bill may be recalled by the passage of a concurrent resolution. After being signed by the governor, the bill is corrected by the passage of a trailer measure. By joint rule, certain errors (typographical and grammatical only) may be fixed by a letter from the speaker of the House and president pro tempore of the Senate; the letter must identify the errors to be corrected.
Pennsylvania	A change sheet is circulated to the presiding officers of both houses and the attorney general for signature.
Rhode Island	The law revision officer gets permission from the bill sponsor and the speaker or chamber majority leader to correct the final version.
South Carolina	The code commissioner has "scrivener's" rights to correct minor errors in ratified acts. If the error is not minor, the clerk of the originating body directs the code commissioner, in writing, to make the correction. If the annual ratified acts already have been published, an errata sheet is issued for the correction.
South Dakota	If it is serious, the bill may be recalled. If time permits, a new bill may be passed to amend the preceding bill.
Tennessee	The bill is recalled from the governor by the house of origin. It is then recalled by the other chamber, where an amendment is adopted to correct the error. The bill is then sent to the house of origin for concurrence, after which it is re-enrolled and retransmitted to the governor. This, of course, applies only if the governor has not yet signed the bill.

Table 98-3.25 Correction of Errors in Enrolled Bills—House, cont'd.

State (1)	Description
Texas	If the bill has not been delivered to the governor, a corrective resolution may be adopted by both chambers, directing the enrolling clerk to make certain changes as specified in the resolution. After delivery to the governor, a resolution must be adopted to recall the enrolled bill from the governor for further consideration. The bill is returned to the appropriate chamber for correction and concurrence, reenrolled, and delivered to governor. However, the governor is under no obligation to return the bill. If the governor will not return the bill or the Legislature has adjourned when the error is discovered, the law is enacted in accordance with the terms of the enrolled bill, and the error cannot be corrected except by subsequent legislation (or, possibly, court action).
Utah	The bill is recalled from the governor, and corrections authorized by rule and statute are made. If a major error has been found and cannot be corrected, the bill is declared invalid by the general counsel. When a bill is recalled from the governor, it must be accomplished within the time that the governor has to act on the bill and before the governor has signed or vetoed the bill.
Vermont	Minor grammatical, spelling or citation errors may be corrected by the enrolling staff. Substantive errors are fixed by subsequent legislation.
Virginia	Section 30-14.3 of the Code of Virginia provides that the "keeper of the rolls" is authorized to correct typographical errors, etc. in bills so as not to encumber the Journal with amendments. However, substantive errors usually are addressed by the governor, who offers a recommendation in the form of an amendment that is considered by the General Assembly pursuant to the constitution.
West Virginia	If an error is found after presentment to the governor, the governor is requested to veto the bill. The Legislature then will amend the bill to correct the error, reenroll it and present it back to the governor.
Wisconsin	The enrolled bill may be corrected only before it is sent to the governor. If the bill has gone to the governor but has not been signed, a joint resolution must be adopted to recall the enrolled bill. If the governor has signed the bill and an error is detected, the bill may be corrected and resubmitted to the governor for his signature. The Wisconsin courts have ruled that the bill signed in error was not passed by both houses and therefore has no effect.
Wyoming	The bill must be amended by law.

Note:

1. The following chambers did not return a survey: Arkansas House, Connecticut House, Delaware Senate, Maine Senate, Missouri House, New Hampshire Senate and House, New York Senate, North Carolina Senate, Rhode Island Senate, Washington House, American Samoa Senate and House, District of Columbia Council, Guam Senate, Northern Mariana Islands Senate and House, Puerto Rico House and Virgin Islands Senate.

Table 98-3.26 Location of Enrolling Office or Staff

State (1)	Enrolling office is a separate agency that works for both chambers	Separate Senate and House enrolling offices exist	Enrolling staff are part of the clerk's office in each chamber	Enrolling personnel are part of a central, nonpartisan staff agency	Enrolling staff are part of either the Senate or House drafting or research office	Other
Alabama			B			
Alaska	B					
Arizona			B	B		
Arkansas			S			
California		S	H			
Colorado		B	B			
Connecticut	S					
Delaware				H		
Florida		H	B			
Georgia		S	H			
Hawaii			B			
Idaho			B			
Illinois		B	B			
Indiana		S	B			
Iowa			B	S		
Kansas				B		
Kentucky	H	B	B			
Louisiana		B	S	H		
Maine				H		
Maryland	S			B		
Massachusetts	B					
Michigan			B			
Minnesota	H			S		
Mississippi		S			H	
Missouri			S			
Montana				B		

Table 98-3.26 Location of Enrolling Office or Staff, cont'd.

State (1)	Enrolling office is a separate agency that works for both chambers	Separate Senate and House enrolling offices exist	Enrolling staff are part of the clerk's office in each chamber	Enrolling personnel are part of a central, nonpartisan staff agency	Enrolling staff are part of either the Senate or House drafting or research office	Other
Nebraska				S		
Nevada				B		
New Hampshire						
New Jersey	H			B		
New Mexico		B	H			
New York		H				
North Carolina				H		
North Dakota				B		
Ohio			B			
Oklahoma		H	B			
Oregon				B		
Pennsylvania	H		S			
Rhode Island			H			
South Carolina	B			H		
South Dakota				B		
Tennessee		B	S			
Texas			S	H		
Utah				B		
Vermont			B			
Virginia						2
Washington			S			
West Virginia			B			
Wisconsin				B		
Wyoming				B		
Puerto Rico		S	S			

Table 98-3.26 Location of Enrolling Office or Staff, cont'd.

Key:

S=Senate

H=House or Assembly

B=Both chambers

Notes:

1. The following chambers did not return a survey: Arkansas House, Connecticut House, Delaware Senate, Maine Senate, Missouri House, New Hampshire Senate and House, New York Senate, North Carolina Senate, Rhode Island Senate, Washington House, American Samoa Senate and House, District of Columbia Council, Guam Senate, Northern Mariana Islands Senate and House, Puerto Rico House and Virgin Islands Senate.
2. Virginia Senate and House: The clerk of the House is the "keeper of the rolls" for the Commonwealth and is responsible for preparing the enrolled bills for both chambers. The enrolling staff is part of the House clerk's office.

Table 98-3.27 Number of Enrolling Staff

State (1)	During Session			During Interim		
	Joint staff	Senate staff	House staff	Joint staff	Senate staff	House staff
Alabama		3	10		3	4
Alaska	7			2		
Arizona	8	2	2	5	1	1
Arkansas		2			0	
California		8	10		0	4
Colorado		2	3		0	0
Connecticut						
Delaware	2			2		
Florida		3	6		1	2
Georgia		10	3			1
Hawaii		2	4		0	
Idaho		1	1		0	0
Illinois		5	7		5	5
Indiana		1	1		0	0
Iowa	40	1	4	36	1	2
Kansas	2-3	0	3	0	0	0
Kentucky		2			0	
Louisiana		12	10-15		0	10
Maine	5			1		
Maryland	10			0		
Massachusetts	5			5		
Michigan		2	2		2	2
Minnesota						
Mississippi		2	3		1	0
Missouri		6			5	
Montana	12			0		

Table 98-3.27 Number of Enrolling Staff, cont'd.

State (1)	During Session			During Interim		
	Joint staff	Senate staff	House staff	Joint staff	Senate staff	House staff
Nebraska	4					
Nevada	13			0		
New Hampshire						
New Jersey	8			8		
New Mexico		5	3		5	0
New York			3			
North Carolina	2			2		
North Dakota	3			0		
Ohio		1	1		1	1
Oklahoma		8	7		2	2
Oregon	8-20			0		
Pennsylvania	12	2				
Rhode Island		3	3	6		
South Carolina	16					
South Dakota	3			1		
Tennessee		8	6		3	4
Texas	132	52		72	30	
Utah				6-8		
Vermont		1	1		1	0.5
Virginia (2)		0	11		0	0
Washington		2-3				
West Virginia		4	3			
Wisconsin	2			2		
Wyoming	4			1		
Puerto Rico		5			5	

Table 98-3.27 Number of Enrolling Staff, cont'd.

Key:

S=Senate

H=House or Assembly

B=Both chambers

Notes:

1. The following chambers did not return a survey: Arkansas House, Connecticut House, Delaware Senate, Maine Senate, Missouri House, New Hampshire Senate and House, New York Senate, North Carolina Senate, Rhode Island Senate, Washington House, American Samoa Senate and House, District of Columbia Council, Guam Senate, Northern Mariana Islands Senate and House, Puerto Rico House and Virgin Islands Senate.
2. Virginia Senate and House: The clerk of the House is the "keeper of the rolls" for the Commonwealth and is responsible for preparing the enrolled bills for both chambers. The enrolling staff is part of the House clerk's office.