

# Election Day



# Election Day: Observe the Opening of the Polls

- Arrive at 5:00 a.m., 1 hour before the polls open at 6:00 a.m. so you can observe the opening of the polling site
- Chief swears in Election Officers (not you!) and assigns them polling place setup tasks, including placing signage
- Chief/Assistant Chief complete Pre-election paperwork
- Observe that all locks and seals are attached to equipment and seals are on the forms' envelopes
- Observe that the Chief assigns EOs to complete the following:
  - Set up the two DS200s and run the Zero Report – paper tape (check that Public number is at Zero)
  - Set up the two ExpressVote machines for voters who need assistance in voting
  - Set up Poll Pads ( zero voters should show on each poll pad)
  - Set up Drop Box (observe if box is empty at start of day and lock is affixed)
  - **On-Time opening at 6:00 a.m.**

# Observed the Opening of the DS200 Scanner

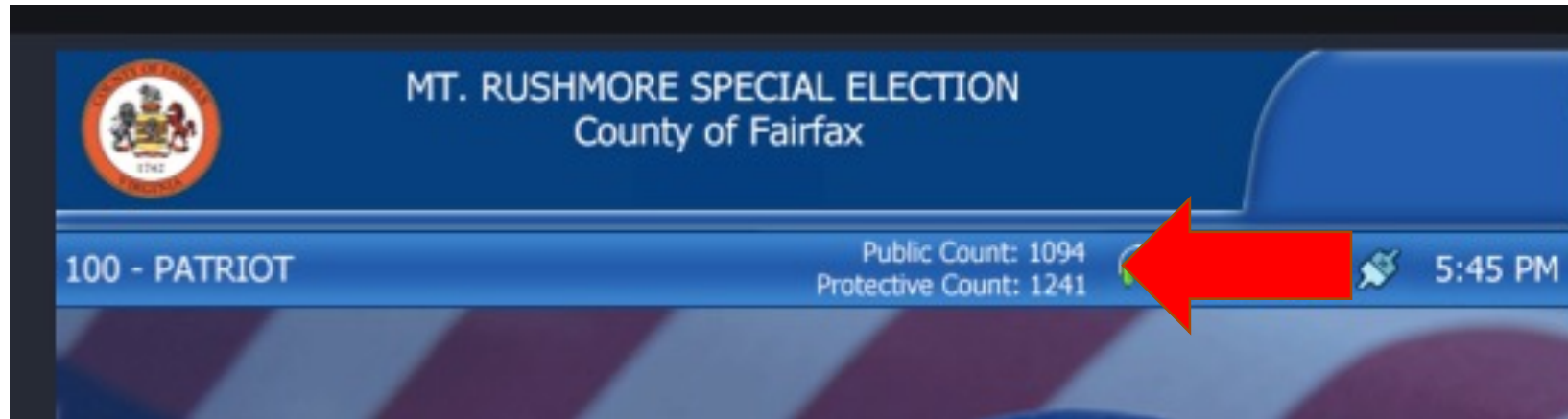
This is a sample Machine Certification Form the Election Officers will consult when opening/closing the DS200

We will send Poll Watchers the Logic & Accuracy testing information of each machine's information so those PWs working an Opening Shift on Election Day will have the anticipated DS200 serial numbers available as a cross-check to the precinct information.

MACHINE CERTIFICATION FORM						RETURN IN BLACK KIT
Precinct: <b>100 SAMPLE</b>				Fairfax County – General Election		
BEFORE POLLS OPEN						
Verify seal and counter numbers. If any are broken or do not match, call Election Support. If you open and update Poll Pads on Monday, write new seal numbers.						
POLL PADS	Poll Pad 1 (EPB-0387)	Poll Pad 2 (EPB-0388)	Poll Pad 3 (EPB-0389)	Poll Pad 4 (EPB-0390)	Poll Pad 5 (n/a)	Provisional (EPB-0472)
As delivered <small>(green zip-tie seal)</small>	3004130	3003893	3004202	3004293	-	3003817
If re-sealed <small>(yellow zip-tie seal)</small>						
DS200s	Case seal <small>(green zip-tie seal)</small>	USB/printer seal <small>(red barcoded sticker)</small>	Public Count	Protected Count		
#1: DS0314340080	289958	45791330	0	8695		
#2: DS0314310025	289497	45791329	0	6199		
ADDITIONAL EQUIPMENT	Gray supply cart <small>(green zip-tie seal)</small> 0289939					
AFTER POLLS CLOSE						
Record new seal and counter numbers. You must remove and affix the USB/printer compartment seals from all DS200s, even if they were not opened or used for voting.						
COLLECTOR OFFICERS	# of absentee ballots in drop box	TripLok security bag <small>(barcoded seal)</small>	Purple Pouch <small>(zip-tie seal)</small>			
<i>DS200 #1</i> Place USB/printer compartment seal <small>(red barcoded sticker)</small> here.			<i>DS200 #2</i> Place USB/printer compartment seal <small>(red barcoded sticker)</small> here.			
DS200s	Public Count	Protected Count	Case seal <small>(red zip-tie seal)</small>	# of boxes of voted ballots		
#1: DS0314340080						
#2: DS0314310025						

# Observe the Opening of the Polls

- Observe that all zip ties and seals are attached to equipment, and seal numbers match info on forms' envelopes
- **Observe the numbers on the DS200 Scanner as it is opened.** The **Public Count MUST READ ZERO**
  - If not, bring this to the attention of the Chief. If the scanner machine is not corrected immediately, the Chief should take it out of service. (NOTE: The **Protective Count** is how many ballots have ever been scanned in the machine and will be a higher number – it's the machine “odometer”) (24.2-639)
- Observe that the DS200 red seal number is written on the Daily Log sheet (“Opening Seal Number”)



# Once the Polls are Open: Observe Voter Check-in and Voting Processes

- **Check-in**
  - Observe if the EO asks for the name and address of the voter and ask for an ID - and listen for voter's responses – are any forms required?
- **ID Confirmation Statement**
  - Observe that voters complete ID Confirmation Statement if they do not present an ID
- **Affirmation of Eligibility**
  - Observe that the voter signs an Affirmation of Eligibility if they are marked “Inactive”
- **Voter Assistance Form**
  - Observe that the **voter marks his/her own ballot** unless the Voter Assistance Form is signed by voter and person providing the assistance
- **One Ballot**
  - Observe that only One Ballot is given to each voter by the check-in EO


# Observe how EOs Process Voter IDs

- The Election Officer must ask the Voter for his ID
  - Voter does not **HAVE** to present photo ID; he may sign an ID Confirmation Statement claiming his identity and vote regularly
  - If the voter refuses to sign the ID Confirmation Statement and has no ID, voter votes provisionally
  - Poll Pad Staffer may not ask for Driver's License if voter offers another form of acceptable ID
- Only an Employer ID, out-of-state student ID, and drivers' licenses must have a picture
- VA Driver's Licenses: the Election Officer will disregard the address (if voter moved) and the expiration date
- All other IDs must not have expired more than 12 months ago

### ACCEPTABLE IDs

- Virginia driver's license
- Virginia high school ID
- United States passport or passport card
- Virginia college/university ID
- Virginia voter ID card
- United States college/university ID (with photo)
- Voter confirmation documents
- Tribal ID
- Other government IDs
- A copy of a current utility bill, bank statement, government check, paycheck, or other government document containing the name and address of the voter
- Employer ID (with photo)

Bottom bullet items may be presented digitally, e.g., on the voter's smart phone



### WHICH IDs ARE NOT ACCEPTED?

#### NOT ACCEPTED

- Out-of-state driver's license
- Foreign passport
- Membership card from private organization
- Credit card
- Costco card
- **NEW:** Driver privilege cards (for non-citizens)

# Acceptable Digital IDs

## DIGITAL COPIES OF ACCEPTABLE IDs

Voters may show you an electronic version of some IDs instead of a physical version.

An electronic form of the following documents is acceptable for voting purposes: a *current* utility bill, bank statement, government check, paycheck, or other government document containing the name and address of the voter (“current” is considered as within the last 12 months).



A voter may show a current electronic version of his/her ID, such as a utility bill or a bank statement. Current = within the last 12 months.

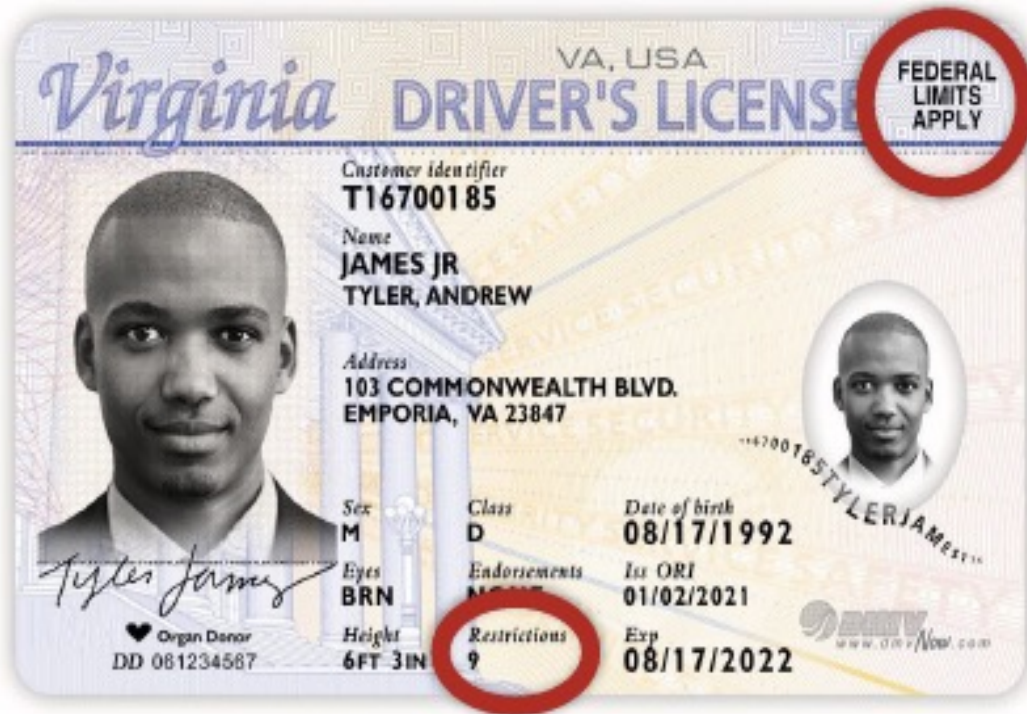
# Accepting Driver Privilege Cards as IDs

## IDENTIFYING DRIVER PRIVILEGE CARDS

A driver's license is an acceptable form of ID for voting, but a driver privilege card is not. Driver privilege cards are issued to non-citizens who cannot prove legal presence in Virginia and are identical in appearance to some driver's licenses. If a voter presents an ID that looks like a driver's license, check if it is a driver privilege card:

1. Does it say "**Federal Limits Apply**" in top right? If no, stop here and accept the ID.
2. Does it say "**9**" under Restrictions at the bottom? If no, stop here and accept the ID.
3. Does it say "**Limited duration**" on the back? If no, stop here and accept the ID.
4. If yes for all 3 items, ask the voter, "**Is this a driver's license or a driver privilege card?**"
  - a. If they say it is a driver's license, stop here and accept the ID.
  - b. If they say they don't know what it is, stop here and accept the ID.
  - c. If they say it is a driver privilege card, tell them that it is not an acceptable form of ID for voting. Ask them for another form of ID or they can complete an ID Confirmation Statement.

# Driver Privilege Cards



# ID Confirmation Statement

**ID Confirmation Statement (Commonwealth of Virginia)**  
*Declaración de Confirmación de Identificación / Giấy xác nhận thẻ ID / 신분 확인 명세서*

Place in Envelope #8

**Officer of Election / Funcionario electoral / Các viên chức lo về bầu cử / 선거 관리원:**

<b>A</b>	Precinct No. / Name	
	Date:	
	Officer of Election Initials	

**B** Affirmation of Voter: If you do not complete this statement or show acceptable ID, you will be required to vote a provisional ballot in this election. Subject to penalty of law, I do hereby affirm that I am the identical person I represent myself to be.

*Afirmación del votante: Si no completa esta declaración o muestra identificación aceptable, será requerido que vote una boleta provisional para esta elección. Sujeto a la pena de ley, por la presente afirmo que soy la persona idéntica que me represento a ser.*

*Giấy xác nhận của cử tri: Nếu quý vị không hoàn thành giấy xác nhận này hoặc trình thẻ ID hợp lệ, quý vị có thể phải bầu lá phiếu tạm thời trong kỳ bầu cử này. Theo qui định của luật, tôi xác nhận bản thân tôi chính là người đại diện của đơn này.*

*유권자 진술서: 이 성명서를 작성하지 않거나 신분증을 제시하지 않는 경우, 이번 선거에서 잠정 투표를 해야 합니다. 법의 처벌에 따라, 본인이 동일한 사람이라는 것을 여기에서 확인합니다.*

Signature of voter / Firma del votante / Chữ ký cử tri / 유권자 서명	X _____								
Printed name of voter / Imprima el nombre del votante / In tên cử tri / 영자체 유권자 성명									
Optional Optional Tùy chọn 선택 사항 Birth Year and Last 4 digits of Social Security #: Año de nacimiento y últimos 4 números del SS: Năm sinh và 4 số cuối của số An sinh Xã Hội: 생년 및 사회 보장 번호 마지막 4자리:	<table style="margin: auto; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; text-align: center;">Y</td> <td style="border: 1px solid black; width: 20px; text-align: center;">Y</td> <td style="border: 1px solid black; width: 20px; text-align: center;">Y</td> <td style="border: 1px solid black; width: 20px; text-align: center;">Y</td> </tr> <tr> <td style="border: 1px solid black; width: 20px; text-align: center;">#</td> <td style="border: 1px solid black; width: 20px; text-align: center;">#</td> <td style="border: 1px solid black; width: 20px; text-align: center;">#</td> <td style="border: 1px solid black; width: 20px; text-align: center;">#</td> </tr> </table>	Y	Y	Y	Y	#	#	#	#
Y	Y	Y	Y						
#	#	#	#						

ELECT-643ID-FFX 03/2022 24.2-643 of the Code of Virginia

If a voter does not have an acceptable ID with him, he may complete an **ID Confirmation Statement** to confirm his identity.

# Affirmation of Eligibility

COMMONWEALTH OF VIRGINIA  
AFFIRMATION OF ELIGIBILITY  
§§ 24.2-428.2, 24.2-643, 24.2-651, and 24.2-652 of the Code of Virginia

ENVELOPE #8

**SECTION A – OFFICER OF ELECTION MUST COMPLETE**

- ENTER PRECINCT NUMBER, NAME AND DATE.
- CHECK BOX THAT APPLIES. OFFICER OF ELECTION'S INITIALS: \_\_\_\_\_
- HAVE VOTER READ AFFIRMATION OF VOTER BELOW [OR READ AFFIRMATION TO VOTER].
- HAVE VOTER SIGN AND PRINT HIS/HER FULL NAME – BEFORE VOTING.
- PLACE FORM IN ENVELOPE #8.

PRECINCT NO./NAME: \_\_\_\_\_ CONG. DIST.: \_\_\_\_\_ DATE: \_\_\_\_\_

**IF VOTER HAS NO I.D., VOTER MUST COMPLETE A PROVISIONAL BALLOT.**

A.  VOTER'S NAME MARKED WITH "P" ON POLLBOOK . . . AND VOTER'S NAME OR ADDRESS HAS NOT CHANGED.

B.  VOTER'S NAME OMITTED FROM POLLBOOK IN ERROR; REGISTRAR AUTHORIZES OFFICER TO ADD NAME.

C.  VOTER'S NAME ON POLLBOOK . . . BUT VOTER IS CHALLENGED BY ANOTHER VOTER OR AN OFFICER WHO COMPLETES AND SIGNS STATEMENT BELOW

**Statement of Challenger**  
I do hereby state, subject to penalties for hindering, intimidating, or interfering with a qualified voter pursuant to § 24.2-607, that I am a qualified voter of this Commonwealth or an officer of election and that, to the best of my knowledge, information, and belief, \_\_\_\_\_ is not a qualified voter of this precinct by reason of (please check each of the following reasons that is applicable):

1. The named person is not a citizen of the United States;

2. The named person is not now 18 years of age or, in the case of a primary election or a special election held on a date other than a general election date, will not reach the age of 18 before the next general election;

3. The named person is not a resident of the Commonwealth (or, if he has not been a resident of the Commonwealth within the preceding 30 days, he is attempting to vote for an office or issue other than elections of President and Vice President of the United States);

4. The named person is not a resident of this precinct (or he has not been a resident of this precinct since the second preceding general federal election and has not continued to be a resident of this county or city and this congressional district);

5. The named person is not a resident of the town in the case of a town election;

6. The named person has been disqualified from voting by the Constitution and laws of the Commonwealth and this disqualification has not been removed by proper authority;

7. The named person is not the identical person he represents himself to be; or

8. The named person has voted in this election at this or another voting place (state when and where the named person previously voted in this election: \_\_\_\_\_).  
\* must cast a provisional ballot if pollbook indicates person already voted

Signature of Challenger: \_\_\_\_\_

Printed Name of Challenger: \_\_\_\_\_ Daytime Telephone Number: \_\_\_\_\_

Residence Address: \_\_\_\_\_

**Privacy Notice:** Section 24.2-651 of the Code of Virginia requires the person making a challenge to sign a statutory statement. Therefore, if you refuse to sign this statement, no challenge will be made. Your completed form may be provided to government officials and third parties for election-related purposes.

Front Side – signed by challenger

**SECTION B – AFFIRMATION OF VOTER IS REQUIRED**

▶ VOTER MUST PROVIDE ALL THE INFORMATION BELOW AND SIGN.  
VOTER WHO REFUSES TO COMPLETE FORM AS REQUIRED, MAY NOT VOTE.

**AFFIRMATION OF VOTER**  
I DO HEREBY STATE, SUBJECT TO FELONY PENALTIES FOR MAKING FALSE STATEMENTS PURSUANT TO § 24.2-1016,

- THAT I AM A CITIZEN OF THE UNITED STATES,
- THAT I AM AT LEAST 18 YEARS OF AGE (OR WILL BE ON THE \_\_\_\_ DAY OF \_\_\_\_\_),
- THAT I AM A RESIDENT OF THE COMMONWEALTH OF VIRGINIA
  - (OR THAT I HAVE BEEN A RESIDENT OF THIS COMMONWEALTH WITHIN THE PRECEDING 30 DAYS AND AM VOTING ONLY FOR ELECTORS OF PRESIDENT AND VICE PRESIDENT OF THE UNITED STATES),
- AND THAT ACCORDING TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, I AM NOT DISQUALIFIED FROM VOTING BY THE CONSTITUTION AND LAWS OF THIS COMMONWEALTH;
- THAT MY FULL NAME IS \_\_\_\_\_;
- THAT IN SUCH NAME I WAS DULY REGISTERED AS A VOTER OF THIS PRECINCT;
- THAT I AM NOW OR AT SOME TIME SINCE THE LAST NOVEMBER GENERAL ELECTION HAVE BEEN AN ACTUAL RESIDENT OF THIS PRECINCT;
  - OR THAT I HAVE BEEN AN ACTUAL RESIDENT OF THIS PRECINCT AT SOME TIME SINCE THE SECOND PRECEDING GENERAL FEDERAL ELECTION AND HAVE BEEN AND CONTINUE TO BE A RESIDENT OF THIS COUNTY OR CITY AND THIS CONGRESSIONAL DISTRICT;
- IF I AM VOTING IN A TOWN ELECTION TODAY, THAT I AM CURRENTLY A RESIDENT OF THAT TOWN;
- THAT I AM THE IDENTICAL PERSON I REPRESENT MYSELF TO BE;
- AND THAT I HAVE NOT VOTED IN THIS ELECTION AT THIS OR ANY VOTING PLACE AND WILL NOT VOTE IN THIS ELECTION AT ANY OTHER VOTING PLACE.\*

VOTER SIGNATURE: \_\_\_\_\_

PRINTED VOTER NAME: \_\_\_\_\_

LAST 4 DIGITS OF SOCIAL SECURITY NUMBER: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

CURRENT RESIDENCE ADDRESS: \_\_\_\_\_

CITY/TOWN/STATE/ZIP: \_\_\_\_\_

MAILING ADDRESS IF DIFFERENT: \_\_\_\_\_

MONTH/YEAR MOVED: \_\_\_\_\_

DAYTIME TELEPHONE NUMBER: \_\_\_\_\_

**Privacy Notice:** Section 24.2-651 of the Code of Virginia requires the person whose eligibility to vote is challenged to sign a statutory statement. If you do not complete this statement, you will not be allowed to vote in this election. Your completed form may be provided to government officials and third parties for election-related purposes.

**WARNING: MAKING A MATERIALLY FALSE STATEMENT ON THIS FORM CONSTITUTES THE CRIME OF ELECTION FRAUD, WHICH IS PUNISHABLE UNDER VIRGINIA LAW AS A FELONY. VIOLATORS MAY BE SENTENCED TO UP TO 10 YEARS IN PRISON AND/OR FINED UP TO \$2,500.**

SBE-651 07/2010

Back Side – signed by voter

Form used if a voter is marked **inactive** in the Poll Pad, was **omitted** from the Poll Book, or if he is **challenged** by another voter for any of these reasons:

- Not a citizen
- Not 18
- Not a resident of VA within the last 30 days
- Not a resident of this precinct since last federal election
- Not a resident of the town, for town elections
- Not who he claims to be
- Has already voted elsewhere in this election

# Request for Assistance Form

Commonwealth of Virginia  
**REQUEST FOR ASSISTANCE**  
§ 24.2-649 of the Code of Virginia

Envelope #8

Warning: Intentionally making a materially false statement or entry on this form shall constitute the crime of election fraud, which is punishable under Virginia law as a Class 5 felony. Violators may be sentenced to up to 10 years in prison, or up to 12 months in jail and/or fined up to \$2500. You also lose your right to vote.

**OFFICER OF ELECTION** Precinct #/name: \_\_\_\_\_ Date: \_\_\_\_\_

**A. REQUEST OF VOTER**

I hereby affirm, subject to penalty of law, that I require assistance to vote my ballot by reason of either blindness, physical disability, or inability to read or write, or I need the ballot translated into another language.

I request that the person signing the agreement below in Section B enter the voting booth or voting machine enclosure to assist me or to vote my ballot in accordance with my instructions.

Signature of voter: \_\_\_\_\_ Printed name: \_\_\_\_\_  
Required Required

**B. AGREEMENT OF ASSISTANT**

I hereby affirm, subject to penalty of law, that:

- I will vote this voter's ballot as the voter instructs.
- I will not solicit or attempt to influence how the voter votes.
- I will not disclose or indicate how the voter votes on any office or question.
- I am not serving in this polling place today as an authorized representative of a political party or candidate or as a neutral observer authorized by the electoral board. (See § 24.2-604 for additional information)
- I am not the voter's employer or agent of that employer, or an officer or agent of the voter's union. (This provision does NOT apply if the voter is blind.)

Signature of assistant: \_\_\_\_\_ Printed name: \_\_\_\_\_  
Required Required

Residence address: \_\_\_\_\_ City/state: \_\_\_\_\_ zip: \_\_\_\_\_  
Required Required Required

**C. IF VOTER ASKS OFFICER TO TRANSLATE BALLOT (AS ASSISTANT)**

See § 24.2-649(C) for additional information. Any party or candidate interpreter must sign below before observing. (Attach additional forms if necessary.)

I hereby affirm, subject to penalty of law, that:

- I will not solicit or attempt to influence how the voter votes.
- I will not disclose or indicate how the voter votes on any office or question.

Signature: \_\_\_\_\_ Printed name: \_\_\_\_\_ Representing: \_\_\_\_\_  
Signature: \_\_\_\_\_ Printed name: \_\_\_\_\_ Representing: \_\_\_\_\_

**INSTRUCTIONS IF VOTER IS UNABLE TO SIGN OR MAKE THEIR MARK:**

**For a voter who is blind, the Officer of Election must:**

- Write on the Signature of Voter line (Section A), "blind voter" (A blind voter is NOT required to sign or make their mark);
- Print the voter's name on the line below the signature line (Section A); and
- Have the assistant sign and complete Section B.

**For a voter who is otherwise unable to sign, the assistant must:**

- Write on the Signature of Voter line (Section A): "voter unable to sign";
- Print the voter's name on the line below the signature line (Section A); and
- Sign and complete Section B.

SBE-649 REV 9/12

A Request for Assistance Form (white form) is used for a voter who requests assistance for any reason.

Examples of use may be for infirmity or for language difficulties.

Both the voter and the assistant must both sign this form.

# Check-In Flags

**CHECK-IN FLAGS**

Fairfax County  
Bixby Center for the Arts

POLL WORKER  
CONFIRMATION

CONFIRM THE VOTER'S INFORMATION

**Jean R Smith**  
6931 NORTH SHORE DR, FALLS CHURCH, VA 220418555  
Precinct: 500 - Bixby 0590500 DOB: 1989 CD: 08  
Status: Active Voter ID: 432129651 SHD: 049  
SSD: 035

Ballot Style: BT500

Voter Signed Oath

Assistance Required

Curbside

**VOTER SIGNED OATH:**  
*For voters who complete  
Affirmation of Eligibility form  
and for voters who complete an  
ID Confirmation Statement.*

**ASSISTANCE REQUIRED**  
*For voters requiring assistance in  
marking their ballot.  
Voter and assistant must sign  
Request for Assistance form.*

**CURBSIDE**  
*For voters who choose to vote  
outside the polls.  
No form is required from the  
voter.*

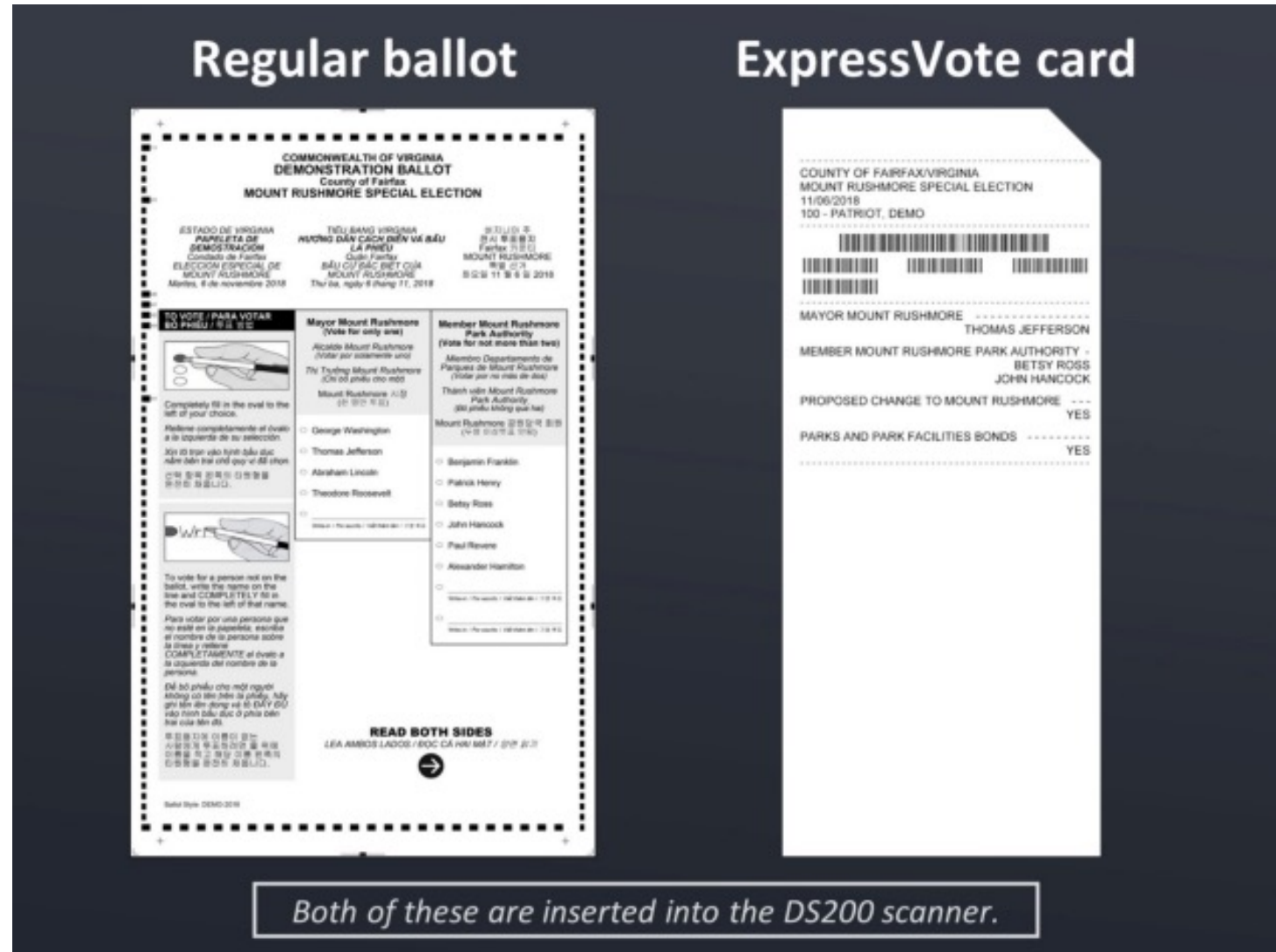
Check-In Flags that the Poll Pad worker will see and check as appropriate for each voter

# Voters Do Not Need to Speak English

- If voter is over 55 years of age and has lived for at least 15 years in the United States, then he can become a citizen without taking the English test. These years don't necessarily have to be consecutive.
- If voter was a green card holder and has been a lawful permanent resident of the United States for at least 20 years, and is over 50 years of age, then he can become a citizen without taking the English test.
- Even if voter qualifies for the “50/20” or “55/15” English language exceptions, he must still take the citizenship civics test – but he will be permitted to take the civics test in his native language.
- If he takes the test in his native language, he must bring an interpreter with him to his interview. His interpreter must be fluent in both English and his native language.

# Ballot Types

Sample ballot types:  
Regular Ballot and an  
ExpressVote Card



Both of these are inserted into the DS200 scanner.

# Ongoing Poll Watcher Tasks After Polls Open

- Observe the numbers on the DS200 Scanner and ensure they are the same as the number of voters checked in on the poll pads
- Observe that the Chief and Assistant Chief are handling all issues and non-routine situations according to the law and in a non-partisan manner
- Observe that all required forms are completed if a voter requests assistance
  - Voter assistance forms are completed - signed by voter and person assisting (unless assistant is 15 or younger)
- Accompany EO outside for curbside voters – if polling place activity allows
- Note that all SAME DAY REGISTRATION voters are given a provisional ballot only

# Fleeing Voters

If a voter leaves the satellite before casting his ballot, he is considered a fleeing voter.

Alert the Chief or Assistant Chief if you observe a fleeing voter and no EO reacted.

Process:

- The EO will remove the ballot from the voting area and give it to the Chief or Assistant Chief
- The EO or Chief will write **“VOID”** across the front and back of the ballot
- The Chief will place the voided ballot in the #4 Envelope, tallying the count on the front of the envelope
- If the voter was using the ExpressVote machine, an EO must touch Exit on the screen to eject the ballot card, write **“VOID”** on the ballot card, and give it to the Chief to place in the #4 envelope

## Surrendered Absentee Ballots

- **Scenario:** Voter brings unmarked absentee ballot (AB) into the precinct to vote a “regular ballot:” EO should encourage voter to complete the ballot and put it in the Drop Box
- Or voter can surrender ballot: EO marks “**Absentee Surrendered**” on ballot **and** envelope, logs for Statement of Results (SOR), retains package to return for chain of custody; voter is issued a regular ballot and votes normally
- **Early Voting:** If voter never received ballot, voter completes the Statement of Voter or “Goldenrod” form which affirms identity, and then votes normally
- **On Election Day:** if a voter refuses to get ballot left at home or says it was lost/destroyed: voter must vote provisionally

=====

- If voter is marked on the poll pad as already having voted: voter can vote provisionally

# Voter Assistance Form

- Voters may request assistance for any reason, often because of disability, language needs, or illiteracy
  - Option 1 – Accessible Equipment (ExpressVote machines)
  - Option 2 – Personal Assistant
    - Voter and the assistant must complete form (unless assistant is 15 or younger)
    - Assistant may be officer of election (EO) or anyone else except Voter’s employer or union rep
    - **Poll Watchers may NOT assist a voter**
- Foreign Language Voter
  - Fairfax has all voting materials in 4 languages: English, Spanish, Korean, and Vietnamese
  - Fairfax County Office of Elections can help with other languages too (Liberty Language Services)
- The voter and the person who assists the voter must both sign the “Voter Assistance Form” before the voter is given a ballot to mark

# Curbside Voting

Poll Watchers are permitted to go with the EO when a voter requests curbside voting  
Voters who are disabled or 65 or older may vote curbside

Observe if EOs are following the correct procedures:

- Each voter must be handled separately and in the same manner as if the voter were voting inside:
  - After a voter calls to request curbside voting, ask the EO how many voters there are and how many of them requested assistance
  - Each curbside voter must be verified and marked as voted in the poll pad
  - Chief is only required to send one EO. If possible, the Chief should instruct two EOs for party parity
  - Observe that only 1 ballot per voter is issued/voted/scanned
  - Observe that Assistance Forms are signed by both the voter and the assistant if any voter requests assistance
  - Observe that EO makes no changes to voter's ballot prior to scanning in the DS200
- Observe that the number of actual voters who are seen in the car, van, or bus **matches** the number of ballots the EO returns and scans into the DS200

# Handling Spoiled and Absentee Ballots

- Poll Watchers **DO NOT TOUCH BALLOTS**
- **SPOILED BALLOTS:** If a ballot is not to be counted, then Chief/Assistant Chief must spoil it by writing **“SPOILED”** across the face of the ballot
  - If the voter has started to vote the ballot and makes a mistake with his selection, the Chief will have the voter fill in ALL the bubbles before returning the ballot to the Chief (Best practice for privacy, but not mandatory)
  - The Chief marks SPOILED on the face of the ballot and issues a new ballot to the voter (Mandatory)
  - The spoiled ballot is logged and put securely in the envelope for spoiled and voided ballots (Mandatory)
- **ABSENTEE BALLOTS:** If a voter requested an absentee ballot, then chooses to vote in-person, the voter must bring and relinquish his absentee ballot prior to being issued an in-person ballot
  - The EO will mark the voter as having voted in-person in the poll pad and give the absentee ballot to the Chief or Assistant Chief to mark **“Absentee Surrendered”** on the ballot.
  - **On Election Day:** if voter does not surrender his absentee ballot and wants to vote in person, the voter **MUST** vote a provisional ballot