



Poll Book

Observer Guide

1

Voter States Name

Voters are listed in the poll book alphabetically by last name, then first name. Voters who registered within 20 days of the election are on a supplemental poll list in the back of the poll book. Voters who are unable to announce their name may have someone else do so on their behalf. Poll workers who are processing absentees state the name of each absentee voter. Confidential voters (victims of stalking or domestic abuse) show poll workers a card from the Clerk's Office instead of stating their name.



2

Voter Shows ID

Poll workers verify that the type of ID is acceptable, that the expiration date is acceptable for that type of ID, that the name reasonably conforms with the name on the poll book, and that the photo reasonably resembles the voter. The address on the ID does not matter for proving identity. Confidential voters present a card from the Clerk's Office instead of presenting ID. Voters who do not have an acceptable ID may vote provisionally. They need to bring their ID to the City Clerk's Office by 4 p.m. Friday for their provisional ballot to be counted.



3

Voter States Address

Poll workers compare the address stated to the address on the poll book. If the voter moved at least 28 days ago, they are sent to the registration table. If the voter moved within the past 28 days, they need to vote from their previous address because they haven't been at their new address long enough to establish residency. Voters who are unable to state their address may have someone else do so on their behalf.



4

Poll Workers Ask if Voter Returned Absentee (if applicable)

Poll workers have highlighted the names of voters who were issued an absentee ballot. If one of those voters checks in at the poll book, poll workers ask if they returned their absentee ballot. If the answer is yes, poll workers note this in the margin of the poll book and cannot issue a ballot at the polls. If the answer is no, poll workers note this in the margin of the poll book and the voter will be issued a ballot.



5

Voter Signs Poll Book

Voters who are unable to sign due to a physical disability are exempt from this requirement. Signatures are collected in one copy (the City's copy) of the poll book. Absentee voters signed their certificate envelope instead of the poll book.



6

Poll Workers Issue Voter Slip

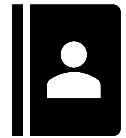
Voters are issued sequential numbers. The voter slip number is written next to the voter's name on each poll book. Throughout Election Day, the Chief Inspector compares the number of voter slips issued to the number of ballots counted by the tabulator (public count on the tabulator screen).





Typographical Errors

Poll workers have a Reverse Directory of all voters in the ward, listed by street address. They use this directory to identify any typographical errors preventing them from finding a voter's name on the poll book. They use a Poll List Corrections sheet to note these typographical errors for the Clerk's Office to correct.



Curbside Voters

Some voters are unable to enter the polling place due to a disability. Two poll workers check their ID at the curb, announce the voter's name and address at the poll book, bring the ballot to the voter at the curb, and bring the ballot back into the polling place to be counted. Curbside voters are exempt from signing the poll book.



Election Day Registrations

Voters who register at the polls on Election Day are added to a hand-written supplemental poll list. They present voter ID at this poll list, sign the poll list, and are issued a voter slip number.



Voters Needing Assistance

A voter who needs assistance marking their ballot may choose anyone other than their employer or union agent/representative to assist them. Poll workers note the name and address of the assistant by the voter's name in the poll book. The assistant also signs the voter's ballot.



Accessibility Tools

Poll workers have a magnifying sheet and a signature guide available for voters to use.



Acceptable Voter ID

The types of ID listed below are acceptable as voter ID in Wisconsin. Driver licenses and ID cards from other states are not acceptable.

- ✓ Wisconsin driver license expiring after 11/5/2024 (last November election), with or without a star in the upper right corner.
- ✓ Wisconsin ID card issued by DOT, expiring after 11/5/2024 (last November election), with or without a star in the upper right corner.
- ✓ U.S. passport expiring after 11/5/2024 (last November election).
- ✓ Military ID card expiring after 11/5/2024 (last November election).
- ✓ Student ID for a Wisconsin accredited college or university. Must contain the date issued, an expiration within two years of issuance, and the student's signature. If expired, must also show proof of current enrollment.
- ✓ UW-Madison Voter Identification card. If expired, must also show proof of current enrollment.
- ✓ Edgewood College student ID. If expired, must also show proof of current enrollment.
- ✓ Certificate of naturalization issued within last 2 years.
- ✓ Unexpired Wisconsin driver license or state ID receipt.
- ✓ Unexpired ID Petition Process receipt issued by the WI DOT.
- ✓ Tribal ID issued by a federally recognized Indian tribe. May be expired.
- ✓ Unexpired Veterans Affairs ID card.

