

Provisional Guide

Flashcards to help guide you through issuing a provisional ballot.



Issuing Provisional Ballot

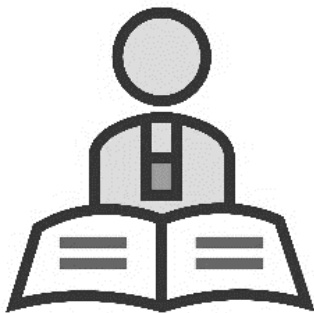


Voter Returns

Our goal is that each eligible voter will be able to cast a ballot and have that ballot counted.

Only Two Reasons to Issue a Provisional

1. Voter does not have acceptable ID.
2. Voter is registering at the polls. They have a current and valid Wisconsin driver license, but are unable to unwilling to write down the license number. They **do** have proof of address.
 - a. First, call the Department of Transportation Voter Help Line at (608)266-1069.



Official Use Section of Provisional Envelope

1. Assign each provisional voter a sequential Provisional Voter number. Write the number on the envelope.
2. Check the box for the reason the provisional ballot is being issued.



Voter Section of Envelope

1. Write today's election date.
2. Voter writes their name and address.
3. Voter writes their date of birth.
4. Voter answers citizenship question.



Provisional Ballot Reporting Form

1. Write the name and address of voter.
2. Write the provisional voter number.
3. Note whether this is a pre-registered voter or an Election Day registration.
4. Indicate the reason this ballot is provisional.
5. Fill out the voter's contact information.



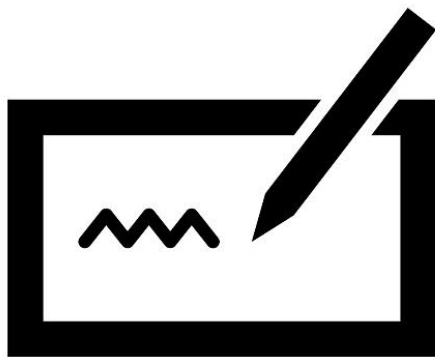
Issue Ballot

1. Stamp “Section 6.97” on the back of the ballot.
2. Write PV number on ballot.
3. Tell voter to mark ballot in nearest booth and then seal in envelope.



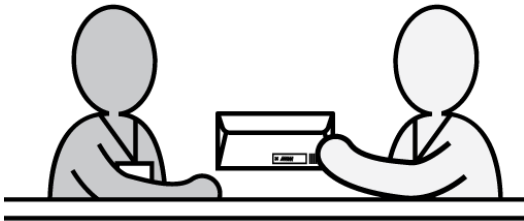
Envelope Signatures

1. Voter signs and dates envelope.
2. Sign and date envelope as Election Inspector.
3. Place envelope in large blue envelope.



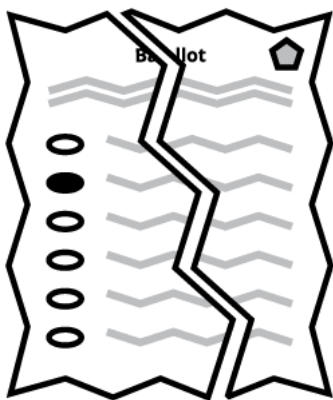
Handouts for Voter

1. Give the voter a blue handout about how to make their ballot count. Write PV number on the handout.
2. Give the Voter the ID Petition Process Handout.



Voter Returns with Acceptable ID or Missing WI Driver License Number

1. Issue a voter slip number. Record in poll book.
2. Have voter partially tear their provisional ballot and envelope and place it in the Discarded Ballot envelope.
3. Finish filling out Provisional Ballot Reporting Form.



Recording that Voter Returned

Provisional Ballot Reporting Form

1. Method of providing information: in-person
2. Date and time voter returned to the polls
3. Name of poll worker who checked voter's ID
4. Voter slip number issued to voter (not the PV #)

Incident Log

Document that the voter returned and was issued a regular ballot.

