



ELECTION DAY

ELECTION WORKER TRAINING MAY 2023 UNIFORM ELECTION

Revised 4/12/2023

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ELECTION DAY

- Election Judges are appointed by the governing body of the entity conducting the election.
- Election Workers must be registered voters for the County of El Paso; except for Student Clerks.
- Clerks are appointed by the Election Judges responsible for performing duties at the Vote Center.
- A maximum of 4 Election Workers may be assigned per Election Day Vote Center.

- 1 Presiding Judge
- 1 Alternate Judge
- 1 Clerk appointed by the Presiding Judge
- 1 Clerk appointed by the Alternate Judge

Total of 4

Election Workers

2

NEPOTISM

Election Judges, are public officials and public officers. Pursuant to the Texas Government Code, Chapter 573, public officers are prohibited from appointing family members within the **first, second and third degrees by consanguinity (blood) or affinity (marriage)** to positions directly compensated from public funds. Please see table below.

First Degree	Second Degree	Third Degree
Spouse	Granddaughter and spouse	Great-grandmother and spouse
Mother and spouse	Grandson and spouse	Great-grandfather and spouse
Father and spouse	Grandmother and spouse	Great-granddaughter and spouse
Daughter and spouse	Grandfather and spouse	Great-grandson and spouse
Son and spouse	Sister and spouse	Niece and spouse
Mother-in-law	Brother and spouse	Nephew and spouse
Father-in-law	Sister-in-law	Aunt and spouse
Stepdaughter	Brother-in-law	Uncle and spouse
Stepson	Grandmother-in-law	Half-aunt and spouse
	Grandfather-in-law	Half-uncle and spouse
	Step-granddaughter	Great-grandmother-in-law
	Step-grandson	Great-grandfather-in-law
	Half-sister and spouse	Aunt-in-law
	Half-brother and spouse	Uncle-in-law
	Step-sister and spouse	Niece-in-law
	Stepbrother and spouse	Nephew-in-law
		Step-great-granddaughter
		Step-great-grandson
		Step-niece and spouse
		Step-nephew and spouse

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ELECTION DAY BAG PICK-UP

Presiding Judge:


Pick-up your bag before Election Day at:

Area	Location	Date	Times
East	El Paso County-Justice Warehouse, 3850 Justice Dr. 79938	Friday, May 5, 2023	at scheduled time

- If you cannot pick-up your bag, your appointed Alternate Judge must pick-up the bag.
- Note: For your safety and the safety of our staff, our department will only offer CURBSIDE BAG pick-up. Have the name ready of the Vote Center where you will be working at.

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BEFORE ELECTION DAY

- **Training materials available inside the Election Day binder:**
 - DS200 Training Guide
 - Express Vote Training Guide
 - Express Touch Training Guide
 - Electronic Poll Pad Training Guide
 - Handbook of Election Judges and Clerks
 - Poll Watcher's Guide
 - How To's: Provisional, Ballot By Mail, Various Forms (*ex. Payroll Form, Register of Official Ballots*)
 - Texas Poll Worker Training Guide to Working with Voters with Disabilities
 - **Training videos available on our website, www.epcountvotes.com**
 - Electronic Poll Pad Instructions
 - Express Vote Instructions
 - Express Touch Instructions
 - DS200 Instructions
- 



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CONSTITUTIONAL OATH

- The Statement of Officer must be completed before the Constitutional Oath of Office is administered.
- Each oath that is administered is valid for the duration of the election officer's term of office and shall be filed with the election records, Elections Department.
- Note: The Constitutional Oath is signed by the Election Worker once a year. This oath will be executed during one of the Poll Worker Trainings.

JCR 7-2a
 Recommended by Secretary of State
 Drafted: 3/01, Amended: 3, Senate Contribution:
 December 1-1/03, Texas Election Code
 72-007

**CONSTITUTIONAL OATH FOR PRESIDING JUDGE, ALTERNATE JUDGE, AND EARLY
 VOTING CLERK**

*Prior to entering service as an election judge, alternate judge, or early voting clerk, individuals must
 complete the statement of officer and take the constitutional oath. The Statement of Officer must be*

STATEMENT OF OFFICER

STATEMENT OF OFFICER

I, Priscilla Morales do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever case may be, so help me God.

Witness my hand and the seal of my office this _____ day of _____, 20____.

Alternate Judge

Notary Public in and for the State of _____

Execution

Under penalty of perjury, I declare that I have read the foregoing statement and the facts stated therein are true.

Date: 5/6/2023 Signature of Officer: Priscilla Morales

CONSTITUTIONAL OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Priscilla Morales do solemnly swear (or affirm) that I will faithfully execute the duties of the office of Elections Department of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Priscilla Morales
Signature of Election Judge/Alternate Judge Early Voting Clerk

DO NOT SIGN

VOTE CENTER

- Presiding Judge, Alternate Judge & Clerks:
- Be professional when communicating with the staff of the facility that you've been assigned to.
- Should any issues or concerns arise (facility, facility staff, voters, electioneers, etc.) you must contact the Elections Department at (915) 546-2154.
- Do not take it upon yourself to make any decisions on behalf of the Elections Department.



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VOTE CENTER

Presiding Judge:

- Make sure you receive your Vote Center contact information flyer when you pick-up your supplies.
- Call your point of contact at least a day before the election to ensure he/she will be there to open your Vote Center by 6:00 a.m.
- Should any facility personnel request to move you to a different location/room/area aside from what's on the flyer, call the Poll Worker Support Line at (915) 546-2154.
- Do not make any decisions or changes regarding location/room/area before contacting the Elections Department first.
- This information is written in contract and must be handled by the El Paso County Elections Department.

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REMEMBER...

- Arrive at your assigned Vote Center **no later than 6:00 a.m.** to set-up your voting area.
- Presiding Judge, please call the Poll Worker Support Line at (915) 546-2154 to check-in as soon as you enter your Vote Center no later than 6:15 a.m. Provide a total number of Election Workers that are present at your center.
- About 15 minutes before your Vote Center opens, administer the "Oath of Election Judges and Clerks" for your Election Workers and yourself. Return completed oath inside Envelope #2.

The Texas Election Code states that your Vote Center must be open to voters by 7:00 a.m. for voting (Sec. 41.031).

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DRESS CODE-ACCEPTABLE ATTIRE FOR ELECTION WORKERS

- **Pants:** Dress slacks, capris, khakis, cargo pants, and denim jeans.
- **Shirts, Tops and Jackets:** Blouses, dress shirts, sweaters, casual shirts, polo shirts, cardigans, turtlenecks, suit jackets, sport coats, and blazers. Long sleeve and short sleeve shirts must be buttoned at all times.
- **Sleeveless Attire:** Shoulder strap must be 2 inches wide. If the strap is less than 2 inches in width must be accompanied by an overlaying jacket, sweater, cardigan, blazer, etc.
- **Skirts and Dresses:** Casuals dresses, skirts, sheath dresses, and skorts. Length of the dress or skirt should be no more than two inches above the knee.
- **Foot Wear:** Dress shoes, dress heels, loafers, boots, flats, conservative walking shoes, clogs, and tennis shoes. Feet must be covered at all times and toes should not be exposed.
- **Hats:** Are allowed if worn for religious reasons.

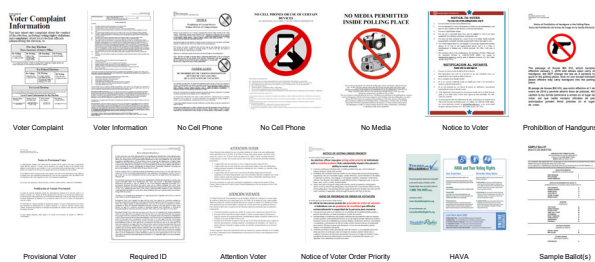
13

DRESS CODE-UNACCEPTABLE ATTIRE FOR ELECTION WORKERS

- Clothing that exposes too much of your back, chest, stomach, legs, or undergarments is not appropriate for the workplace.
 - For example: Short skirts or shorts, tube tops, halter tops with spaghetti straps, off the shoulder tops, tops with a low neckline, etc.
- Extremely faded, frayed, bleached, or torn items of clothing.
- Bib overalls
- **Athletic Wear:** Biker shorts, spandex/lycra tops or bottoms, sweatpants, etc.
- Clothing with any offensive images, words, or slogans.
- Provocative/revealing/transparent attire.
- **Foot Wear:** Thongs, flip-flops and any shoe that expose the entire toe area (excluding footwear prescribed by a Physician is permissible if office receives a written request from a doctor).
- **Hats:** Athletic type hats/caps, visors or beanies.
- **Campaign Attire**

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ELECTION POSTINGS & SAMPLE BALLOT

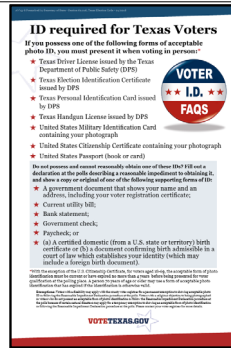


All postings and sample ballot(s) must be visible to the voter immediately entering your voting place (Secs. 62.011, 62.0111, 62.0112, 62.0115, 62.012, 85.036(1) and Penal Code, 46.03(a)(2))

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NOTICE OF APPROVED FORMS OF ID

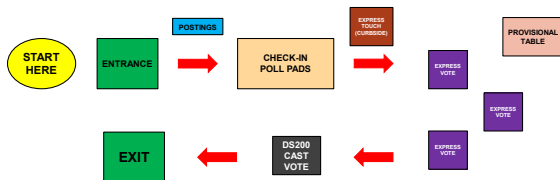
- Photo ID postings, available in English and Spanish, must be placed at the entrance door to your Vote Center so it is visible to voters as they enter. (Sec. 62.016).



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VOTING PLACE ARRANGEMENT

- This is an example of an ideal set-up. Try to establish a good flow in the voting place. If possible, have the voters enter one door and exit another to avoid crowding.



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ELECTRONIC DEVICES

- Persons are not allowed to use wireless communication devices within 100 feet of the Vote Center. Additionally, persons are not allowed to use mechanical or electronic devices to record sound or images within 100 feet of the Vote Center (Secs. 61.014(a), 81.002).
- Examples of what devices should not be used?
 - Cell phones (*Except for persons using assistive technology devices. Election Judge has discretion on this type of use*)
 - Cameras
 - Tablet computers
 - Laptop computers
 - Sound recorders
 - Any other device that may communicate wirelessly, or be used to record sound or images

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ELECTRONIC & RECORDING DEVICES (SECS. 61.003 & 61.014)

- **Exception:** Election Worker conducting official duties.
- **Exception:** Use of election equipment necessary for the conduct of the election.
- **Exception:** Persons employed at the Vote Center while acting in course of person's employment.
- **Exception:** Persons using assistive technology devices. Presiding Judge has discretion on this type of use.



Media

Media is prohibited inside the 100 ft. marker. Should any media personnel arrive at your Vote Center you must contact the Elections Department. Presiding Judge, you do not have the authority to allow any media personnel to record or conduct interviews within the 100 ft. marker.

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UPDATING WAIT TIMES

- Every 30 minutes you will need to send a text message to (915) 493-6965.
- Your message will consist of ONLY a single letter
 - Each letter will correspond to a specific wait time:

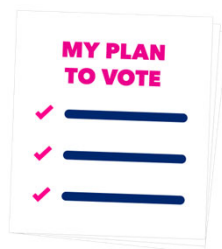
Letter	Wait Time
A	Less than 10 minutes wait time
B	10 to 20 minutes wait time
C	20 to 30 minutes wait time
D	More than 30 minutes wait time

- Once you send the wait time text you will receive a "Thank You" response. This will signify that your message was sent successfully.
- Cell phones provided by the department are to be used **STRICTLY** for wait time text messages and/or to contact your Rover/Elections Department. **PERSONAL USAGE is PROHIBITED.**
- **DO NOT** call, text message or download any apps.

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WRITTEN COMMUNICATION

- Written communications may be used by voters inside the voting area. Election Workers must periodically check voting machines and common areas of the voting area for sample ballots, pamphlets, brochures or other written materials pertaining to the election that may have been discarded by previous voters (Sec. 61.011).



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VOTERS WITH DISABILITIES

- Voters with disabilities have the right to:
 - Vote by themselves and make their own choices.
 - Get help from a person of their choice or an Election Worker
 - A physically accessible Vote Center and the use of an accessible voting machine.
 - Vote if they have a guardian, unless a court determines they cannot
 - Be treated in the same way as all other voters. If the voter is properly registered, **it is not up to the Election Worker to question or challenge the voter's registration or competence to vote.**

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VOTERS WITH DISABILITIES

- General guidelines:
 - **Be respectful.** Use common sense. Voters with disabilities want to be treated the same way as everyone else. Show them the same respect you would give every other voter.
 - **Just ask.** Don't be afraid to offer assistance, but don't automatically give assistance unless the person has requested it or consented.
 - **Communicate with the voter.** Some voters with disabilities may have an Assistant, Interpreter, or friend with them. Always look and speak directly to the voter, not to their companion.

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ASSISTING A VISUALLY IMPAIRED VOTER

- Become familiar with the ADA keypad and headphones that comes with every ExpressVote machine. Practice by listening to the voice recording at least once during the hands-on training. This will make it easier for you and the voter during their voting process.
- Hand the keypad correctly to the voter and place it in his/her hand.
- Learn to use exact language. Avoid saying, "up here," "down there," "over here," "the green button." Instead say, "on the upper right of the keypad," "the round center button," "the arrow to the left of the round center button."
- Before reaching out to touch a voter ask permission. "May I touch your hand?" "Do you want to hold my arm so I can guide you?" "Would you like to place your hand on my shoulder so you can follow me?" Keep in mind that although some visually impaired voters use a white cane, some still have a little bit of useful vision, so they may not have to be led to the voting machine.
- Speak directly to the voter even though he/she may have a companion with them. Use a normal tone. They are not deaf, only blind. They do not appreciate having their voting choices announced for all to hear.

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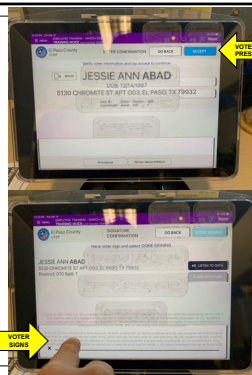
WHAT ABOUT VOTERS WITH DISABILITIES AND TECHNOLOGY?

- In recent years, advances in technology have allowed cell phones, tablets and other wireless communication devices to assist voters with disabilities. While the situation is not expressly addressed in the Election Code, an Election Judge may use their authority to allow a voter utilization of these programs/applications at their discretion.

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BRaille POLL PAD SCREEN

- Place the Braille Poll Pad Screen when the voter confirmation screen appears.
- This screen provides braille literacy for blind and visually impaired voters.
- Voter will be able to sign at the bottom of the screen once he/she verifies their information.



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EXIT POLLING

- The Presiding Judge may allow non-disruptive exit polling within the 100-foot boundaries surrounding the Vote Center.
- The Presiding Judge must determine that such exit polling does not constitute either:
 - "Loitering" in violation of Sec. 61.003(a) of the Code or;
 - A disruption of order or a contribution to a breach of the peace at the Vote Center.
- The Presiding Judge has discretion to tell persons conducting the exit poll to go beyond the distance markers if their activities are disruptive to voters.

Sections 61.003(a), 32.075, 81.002

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ELECTIONEERING

Also known as Campaigning

- Post distance markers 100 ft. in each direction from all entrances through which voters may enter the building in which a Vote Center is located (Secs. 61.003(a), 62.010(a)).
- It is unlawful for any person to electioneer or loiter within the boundary established by the distance markers. An offense is a Class C misdemeanor (Sec. 61.003).
- Election Workers may not enforce the electioneering or loitering statutes outside the 100 ft. distance marker (Sec. 32.075).
- Each Vote Center will be provided with two large distance marker cones. You must place them 100 feet from each entrance through which voters may enter the building.



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ELECTIONEERING

- On **September 30, 2021**, the U.S. District Court for the Southern District of Texas issued a final judgement in *Ostrewich v. Hudspeth*, a lawsuit challenging the electioneering provisions in the Texas Election Code, Secs. 61.003, 61.010, and 85.036.
- In the *Ostrewich* case, the district court upheld Sec. 61.010 but struck down Secs. 61.003 and 85.036 in the context of voters' apparel during voting as a violation of the First Amendment to the U.S. Constitution.
- Based on the district court ruling, a person may not wear apparel or a similar communicative device relating to a candidate, measure, or political party appearing on the ballot in the current election under Sec. 61.010, but a person may wear such apparel relating to a candidate, measure, or political party that does not appear on the ballot in the current election.
- This case is still in the courts and could change by the next election.

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POLL WATCHERS

- "Watcher" means a person appointed to observe the conduct of an election on behalf of a candidate, a political party, or the proponents or opponents of a measure (Sec. 33.001).

The Poll Watcher...

- must provide the Presiding Judge with a "Poll Watcher's Certificate of Appointment" and "Certificate of Completion." Presiding Judge, you must keep the "Certificate of Appointment" and "Certificate of Completion" in **Envelope #2** for return to the custodian of election records after the election (Sec. 66.023(7)).
- must wear a form of identification prescribed by the Secretary of State and provided by the Presiding Judge or other election officer (Sec. 33.051(f)).
- may not leave the Vote Center while the polls are open and be readmitted unless the watcher has **served for five (5) consecutive hours** (Sec. 33.052).
- may not** use wireless communication devices (e.g. cell phones) in a Vote Center (Sec. 61.014). The watcher must be allowed to leave to use a wireless communication device and be readmitted to the voting place, if the watcher returns promptly (Sec. 33.052(b)).
- may not** be accepted for service if Poll Watcher has possession of a device capable of recording images or sound unless Poll Watcher agrees to disable or deactivate the device (Sec. 33.051).

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POLL WATCHERS

(NEW LAW: SB 1 (2021, 2nd C.S.))

- A Poll Watcher must complete the Poll Watcher training administered by the SOS and present the certificate of completion to the Presiding Judge at the time the watcher reports for service. The Poll Watcher training will be available on the Texas Election Training Portal, www.sos.texas.gov (Sec. 33.051).
- Before being accepted for service, a watcher must take an oath administered by the election officer (Sec. 33.051 (a)(h)). This oath has been added to the certificate of appointment that the poll watcher presents and signs in the presence of the Presiding Judge.

Oath: "I swear or affirm that I will not disrupt the voting process or harass voters in the discharge of my duties."

Activities a Poll Watcher may observe:

- All election activities relating to closing the voting place, including the sealing and transfer of a memory card, flash drive, data storage device, or other medium now existing or later developed for use with voting system equipment.
- Follow the transfer of election materials from the voting place to the regional tabulating center, central counting station, or other location designated to process election materials.

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DUTIES AND PRIVILEGES OF A WATCHER

(NEW LAW: SB 1 (2021, 2nd C.S.))

- The new law amended Sec. 33.056 to provide that a watcher is entitled to sit or stand near enough to see and hear the election officers conducting the observed activity, except as otherwise prohibited by Chapter 33. A watcher may not be denied free movement where election activity is occurring within the location at which the watcher is serving. A watcher who is entitled to "observe" an election activity under the Election Code is entitled to sit or stand near enough to see and hear the activity.
- A watcher may point out to an Election Judge or Clerk any observed irregularity or violation of law. However, if the Clerk refers the watcher to the Presiding Judge, the watcher may not discuss the matter further with the Clerk unless the Presiding Judge invites the discussion (Sec. 33.056 (b)).
- The new law amended Sec. 32.075 to provide that a Presiding Judge may not have a watcher removed from the voting place for violating a provision of the Election Code or any other provision of law relating to the conduct of elections unless the violation was observed by an Election Judge or Clerk. However, a Presiding Judge may remove a Poll Watcher for a violation of the Penal Code, regardless of whether the Election Judge or Clerk observed the violation. A Presiding Judge may call a law enforcement officer to request a Poll Watcher be removed if the Poll Watcher commits a breach of the peace or a violation of law.

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POLL WATCHER OVERVIEW

- A Poll Watcher can view any election document at any voting place (Sec. 33.056(c)).
- Election Worker Payroll Forms
 - Any requests for documents must be made as a Public Information Request and handled accordingly. Have the Poll Watcher contact the Elections Department for more information.

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STATE INSPECTOR

A State Inspector:

- is appointed by the Secretary of State's office to designated voting places across the state (Sec. 34.001)
- must wear an identifying name tag or badge while on duty at the voting place (Sec. 61.010(b))
- must be permitted to observe all election activities performed by the Election Judges and Clerks (Sec. 34.002)
- is permitted to point out any irregularities or concerns to the Presiding Judge
- may not observe the preparation of a voter's ballot, unless the voter is being assisted by an Election Judge or Clerk
- are not required to take an oath administered by the Election Judge

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WHO IS PERMITTED TO BE LAWFULLY PRESENT IN YOUR VOTING PLACE

- An Election Judge or Clerk
- A Poll Watcher
- The Secretary of State
- A staff member of the Elections Division of the Office of the Secretary of State performing an official duty in accordance with the Election Code
- An election official, a sheriff, or a staff member of an election official or sheriff delivering election supplies
- A State Inspector
- A person admitted to vote
- A child under 18 years of age who is accompanying a parent who has been admitted to vote

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WHO IS PERMITTED TO BE LAWFULLY PRESENT IN YOUR VOTING PLACE

- A person providing assistance to a voter under Sec. 61.032 or 64.032
- A person accompanying a voter who has a disability
- A special peace officer appointed by the Presiding Judge under Sec. 32.075
- **Primaries Only:** The county chair of a political party conducting a primary election, as authorized by Sec. 172.1113
- A voting system technician, as authorized by Sec. 125.010
- The county election officer, as defined by Sec. 31.091, as necessary to perform tasks related to the administration, of the election
- A person whose presence has been authorized by the Presiding Judge in accordance with the Election Code

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HOW TO POLITELY ADDRESS DIFFICULT ISSUES

- Electioneering
 - "Excuse me, but I'm not sure if you are aware that campaigning is prohibited by law within 100 feet of the entrance to the building where the voting place is located."
- Firearms in the Voting Place
 - Approach and say, "I'm not sure if you are aware that the Texas Penal Code prohibits firearms in the voting place even if you are licensed to carry."
- Poll Watchers
 - Approach and say, "Pardon me, I noticed that you were using your phone to make notes. State law prohibits the use of wireless devices in the voting place. Please feel free to step outside briefly if you need to use your phone. It doesn't interrupt your hours of service as long as you promptly return."

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NO POLITICKING



- As an Election Worker, your task is to manage an election, not to engage in or discuss politics.
- You must maintain a non-partisan behavior when working at your Vote Center.
- Do not attempt to influence the voter in any way.
- Do not discuss issues or candidates at the voting area, even if voters are not present.
- Do not speculate on the outcome of the election.

Some examples: Controversial propositions, closely contested races, controversial legislation, etc.

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QUALIFYING THE VOTER

- The voter should be asked whether the voter has one of the acceptable forms of photo ID that is either current or not **expired more than four years**.

Note: With the exception of the U.S. citizenship certificate, which does not expire, the ID must be current or, for voters aged 18-69, have expired no more than four (4) years before being presented for voter qualification at the voting place. A person 70 years of age or older may use a form of photo ID listed in the next slide that has expired for any length of time if the ID is otherwise valid.

- If the voter says "YES", the voter is required to present that form of photo ID. If the voter informs you that he/she has an acceptable form but did not bring it to your Vote Center, the voter may vote a provisional ballot and bring the acceptable form of photo ID to the El Paso County Elections Department **within 6 days to cure their ballot**.

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ACCEPTABLE FORMS OF PHOTO ID

1. Texas Driver License issued by the Texas Department of Public Safety (DPS)
2. Texas Personal Identification Card issued by DPS
3. Texas Election Identification Certificate issued by DPS
4. Texas Handgun License issued by DPS
5. United States Military Identification Card containing the person's photograph
6. United States Citizenship Certificate/Certificate of Naturalization containing the person's photograph
7. United States Passport (book or card)

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ACCEPTABLE FORM OF PHOTO ID TEXAS ID

- The gold star near the top right of the Texas Identification Card/Texas Driver License **is not required** in order to vote in Texas. You must accept a Texas ID from a voter with or without the gold star and allow him/her to cast a regular ballot.



GOLD STAR not required in order to vote

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DPS RECEIPT WITH PHOTO

- Receipts are issued at DPS locations when you apply for a driver's license, identification card or EIC.
- They are printed on letter sized paper.
- They are used until card is received by applicant in the mail.
- The receipt should not be expired more than four (4) years before being presented for voting.



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ACCEPTABLE SUPPORTING FORMS

If the voter has been unable to obtain an acceptable photo ID, and the voter has a reasonable impediment or difficulty to obtaining an acceptable photo ID, he/she may present one of the following supporting forms/documents of ID and execute a **Reasonable Impediment Declaration**:

- Valid Voter Registration Certificate
- Certified Birth Certificate
- Copy of or original:
 - Current utility bill
 - Bank statement
 - Government check
 - Paycheck
 - Other government documents with voter's name and an address (original required if it contains a photograph)

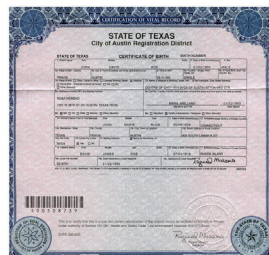
46

VALID VOTER REGISTRATION CERTIFICATE

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CERTIFIED BIRTH CERTIFICATE (must be an original)

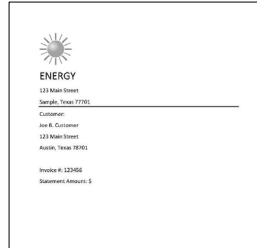
- It may be from another state or country, does not have to be from Texas.
- It must not be a copy of a certified copy.
- If the voter's name appears on the **E-Poll Book**, but does not match exactly to the ID provided, a "Substantially Similar Name Affidavit" must be completed by the voter.



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COPY OF OR ORIGINAL CURRENT UTILITY BILL

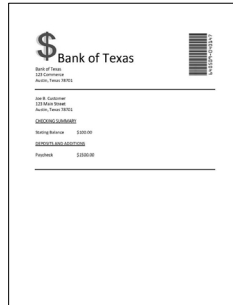
- It may be a copy or printout.
- To be current, the utility bill must be the most recent version or **at least dated within two (2) months** of the date it is presented to an Election Worker.
- The address on the utility bill does not have to match the address on the **E-Poll Book**.
- If the voter's name appears on the **E-Poll Book**, but does not match exactly to the ID provided, a "Substantially Similar Name Affidavit" must be completed by the voter.



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COPY OF OR ORIGINAL BANK STATEMENT

- It may be a copy or printout.
- The address on the bank statement does not have to match the address on the **E-Poll Book**.
- If the voter's name appears on the **E-Poll Book**, but does not match exactly to the ID provided, a "Substantially Similar Name Affidavit" must be completed by the voter.



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COPY OF OR ORIGINAL GOVERNMENT CHECK

- It may be a copy or printout.
- The address on the government check does not have to match the address on the **E-Poll Book**.
- If the voter's name appears on the **E-Poll Book**, but does not match exactly to the ID provided, a "Substantially Similar Name Affidavit" must be completed by the voter.



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COPY OF OR ORIGINAL PAYCHECK

- It may be a copy or printout.
- The address on the paycheck does not have to match the address on the [E-Poll Book](#).
- If the voter's name appears on the [E-Poll Book](#), but does not match exactly to the ID provided, a "Substantially Similar Name Affidavit" must be completed by the voter.



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COPY OF OR ORIGINAL OF OTHER GOVERNMENT DOCUMENT

- Must be an original document if it contains a photograph.
- Must be issued by the Federal Government, a federally recognized Tribal Government, or a state or local government in the United States.
- If the voter's name appears on the [E-Poll Book](#), but does not match exactly to the ID provided, a "Substantially Similar Name Affidavit" must be completed by the voter.

Examples:

1. Driver's licenses from other states
2. ID cards issued by federally recognized Native American tribes
3. DPS Receipts (without a photo)
4. Expired Voter Registration Certificates
5. Expired Texas DPS-issued Driver Licenses or personal ID cards (over four (4) years)

Note: Government documents do NOT include Social Security cards (no address), public college or university IDs without an address, state/federal employee ID cards without an address, or library cards without an address. The address on the government document has to be an address of the voter. It does not have to match the address on the E-Poll book.

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REASONABLE IMPEDIMENT DECLARATION

The voter must indicate one of the following impediments:

1. Lack of transportation
2. Disability or illness
3. Lack of birth certificate or other documents needed to obtain form of photo ID
4. Work schedule
5. Family responsibilities
6. Lost or stolen identification
7. Acceptable form of photo ID applied for but not received

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Example

REASONABLE IMPEDIMENT DECLARATION
TO BE COMPLETED BY VOTER

1. Name: **John Voter**

2. I check at least one box below:
☒ Lack of transportation ☐ Invalid or expired photo ID
☐ Lack of acceptable photo ID ☐ Lack of acceptable form of photo ID
☐ Lack of acceptable identification ☐ Absence from place of polling for not less than 10 days prior to election

3. I, **John Voter**, declare that I am unable to vote in person on the day of the election, **5/6/2023**, due to the impediment(s) listed above.

4. My voter registration number is **1094567890**.

5. I, **Melissa Bostick**, Election Judge, certify that I am qualified to administer the election on the day of the election, **5/6/2023**, and that I am not related to the voter.

6. The voter provided a copy of one of the following forms of identification:
☒ Current valid ID
☐ Driver license
☐ Government check
☐ Government document that shows the voter's name and an address including the voter's voter registration number

7. I, **Courtney**, County Clerk, certify that I am qualified to administer the election on the day of the election, **5/6/2023**, and that I am not related to the voter.

- 1: Voter must print name, legibly
- 2: Voter must check at least one box
- 3: Voter signs and dates declaration
- 4: Either the Election Judge or the voter completes the Voter Unique Identifier Number (VUID), and **note on the E-Poll Book that the declaration was used by the voter**
- 5: Election Judge must sign declaration
- 6: Election Judge must check what type of document the voter provided
- 7: Election Judge prints the name of the Vote Center and date of election, legibly

Note: Once declaration is executed by both the Judge and voter, the voter must be allowed to cast a regular ballot. If executed, return inside Envelope #2.

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DECLARATION OF REASONABLE IMPEDIMENT

- You may not question or challenge the voter regarding their lack of acceptable photo ID.**
 - If the voter states that they have not been able to obtain an acceptable photo ID, and the voter, in response to your question as to whether they have a reasonable impediment or difficulty to obtaining an acceptable ID, states that they have such a reasonable impediment or difficulty, you must explain their right to complete the Reasonable Impediment Declaration and show a supporting form of ID.
- You may not question the reasonableness of the voter's reasonable impediment or difficulty or the truth of the declaration.**
 - For example, if the voter checks "lack of transportation", you may not challenge the voter's access to a bus route or other means of transportation.

A signed Reasonable Impediment Declaration shall be rejected only upon conclusive evidence that the person completing the declaration is not the person in whose name the ballot is cast.

Note: The form warns that false statements and false information on a Reasonable Impediment Declaration subject a person to prosecution for perjury under Chapter 37, Penal Code, or Sec. 63.0013 of the Texas Election Code.

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ADDRESSES

- You should not compare the address on any ID to the address on the E-Poll Book. **They are not required to match.**
- You are only required to confirm with the voter that the address on the E-Poll Book is correct (Sec. 63.0011).
- For example:
 - Ask the voter if he/she still lives on 123 Main Street. This allows the voter to update his/her voter registration record.
 - If the voter **says yes**...this confirms that their registration records are up to date.
 - If the voter **says no**...this means that the voter needs to update their address by completing a Statement of Residence.

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Example Instructions for Voting by Mail on the **Voter ID #109123456**

STATEMENT OF RESIDENCE

For persons whose residence address does not match voter registration address.

CONTRACTOR OF CHANGE OF RESIDENCE

Print complete first and last name of person who is changing residence.

First Name: **Carmen** Middle Name (if any): **S** Surname: **Rodriguez**

Gender (Optional): ☐ Male ☒ Female

Residence Address: Street Address and Apartment Number, City, State, and Zip
 500 E. San Antonio Ave., El Paso, Texas 79901

City and County of Current Residence in Texas: **El Paso, Texas (El Paso)**

Registration Number (Optional) Include Area Code: **(915) 548-2154**

Signature of Applicant or Agent: *[Signature]* Date: **2 / 14 / 2022**

Signature of Witness: *[Signature]* Date: **2 / 14 / 2022**

STATEMENT OF RESIDENCE

- Also known as a change of address form.
- If a voter moved, he/she will need to complete this form before voting.
- Or if the voter has a **"Suspense"** notation on the E-Poll Book, he/she must complete this form and give it back to you before voting.
- All required fields must be complete, signed and dated by the voter.
- If possible, write the voters **Voter ID number** on top of the form. This will allow our office to access their voter record faster to make the changes. The voter ID can be found on the E-Poll Book during the check-in process.

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SIMILAR NAME AFFIDAVIT

If the voter's name on the E-Poll Book is not identical to the voter's name as it appears on the voter's photo ID or supporting form of ID, the Election Worker will determine, under standards adopted by the Secretary of State, if the names are "substantially similar."

If the names are substantially similar, the voter shall be accepted for voting after he/she completes a similar name affidavit.

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SIMILAR NAME WHEN PROCESSING A VOTER

Initial, Middle Name, Former Name (maiden names or hyphenated names).

E-Poll Book	ID
Sandra Robles	Sandra Robles-Avila
Jacob Valenzuela	Jacob Andrew Valenzuela
Aimee L. Smith	Aimee Smith

Slightly Different (minor misspellings of names).

E-Poll Book	ID
Vanessa Miller	Vanesa Miller
Mark Lopez	Marc Lopez
Nancy Jones	Nanci Jones

Customary Variation (English v. Spanish or common abbreviations).

E-Poll Book	ID
Jose Sanchez	Joseph Sanchez
Kim Rogers	Kimberly Rogers
Esperanza Lopez	Hope Lopez

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VOTER'S SIMILAR NAME CORRECTION REQUEST FORM (SEC. 63.001 (c))

Example

AKB 1246
Presiding Judge, Secretary of State
Section 63.001(c), Texas Election Code
(89082)

VOTER'S SIMILAR NAME CORRECTION REQUEST FORM
(Forma para Solicitar Corrección de Nombre del Votante)
The name on my voter registration record and the name on my photo ID are not identical.
(El nombre en mi registro de votante y el nombre en mi identificación son diferentes.)
Please update my current voter registration record form.
(Por favor actualice mi datos del registro de votante con)

WRITE NAME & VUID # AS IT SHOWS ON THE POLL PAD
John Voter, VUID 123456789

To the following, which is shown on my photo identification:

(En siguiente, que se muestra en mi identificación de foto)

First Name: John Middle Name or Initial: Michael

Last Name: Voter (Separate number & last name)

Signature: John Voter Date: 5/6/2023

EARLY VOTING: RETURN INSIDE EARLY FOLDER
ELECTION DAY: RETURN INSIDE ENVELOPE #4

Voter completes this section. Once completed, return inside Envelope #4

Election Worker must write voter's name and Voter ID as it shows on the E-Poll Book.

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QUALIFYING PROCESS

- Chapter 63 of the Texas Election Code
- Step 1: **Identify voter by asking for any of the 7 acceptable forms of photo ID.** If the voter fills out a **Reasonable Impediment Declaration**, ask for the supporting form of ID.
- Step 2: **E-Poll Book.** Look-up voter with photo ID or supporting form:
 - Voter's name, Date of Birth;
 - Address/Residence (does not have to match from E-Poll Book to acceptable photo ID/supporting form);
 - Any notations.

Note: If acceptable form of photo ID or supporting form does not provide an address, you do not need to ask for a second identification for verification.

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QUALIFYING PROCESS

- Step 3: **Have you Moved?** Election Worker must ask every voter if they still live at the address shown on the E-Poll Book. If address is different offer voter to complete a Statement of Residence.
- Step 4: **Voter's Information.** Have voter verify his/her information on the E-Poll Book and sign his/her name on the E-Poll Book signature line (**Refer to Poll Pad Training Guide for instructions**).
- Step 5: **Provide Voter with Activation Card.** Either the Presiding Judge or Alternate Judge must initial the back of the activation card; next to the pre-printed number.
- Step 6: **Cast Ballot.** Direct voter to ExpressVote machine of their choice to mark their activation card. Once card is retrieved and marked, voter must scan marked activation card on the DS200.

Note: The address on the voter's identification **does not have to match** the voter's registration address. **An Election Worker may not refuse to accept a voter's identification because the addresses do not match. Doing so is violation of the law!**

63

MAIL BALLOT REQUESTED

- The voter may cancel his/her mail ballot and cast a regular ballot at your Vote Center by:
- Completing the "Request to Cancel Ballot by Mail For Use in the Polling Place" (available inside *Envelope for Requests and Canceled Ballots* and;
- Surrender the mail ballot (both the envelope where ballot was received and the paper ballot) to any Election Worker.

See next slide for example. Should you have any questions or need assistance please call the Elections Department at (915) 546-2154.

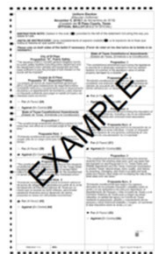
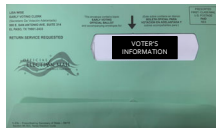
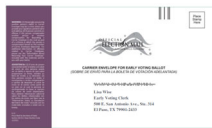
64

SURRENDER BALLOT BY MAIL

CARRIER ENVELOPE

MAIL OUT ENVELOPE

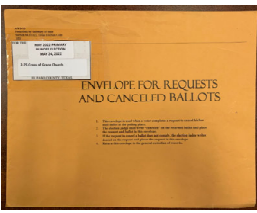
BALLOT



- Examples of ballot by mail envelopes and ballot. Voter must surrender the **carrier envelope OR the mail out envelope and the ballot** in order to cast their vote, in person, at your Vote Center.
- If voter does not have any of the documents mentioned above, **you must offer him/her to cast a provisional ballot**.

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BALLOT BY MAIL CANCELLATION



Complete with voter's name, election date and election date

Complete with voter's name, precinct name, registered, VUID, election date and your signature

Note: The "Request to Cancel Application for Ballot by Mail" and all surrendered ballots must be returned in this envelope.

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JUDGES RESPONSIBILITIES

1. Have provisional material ready.
2. Make sure all Election Workers understand that they must offer a provisional to those who are eligible.
3. Be prepared to move provisional voters out of the main line and to the side for processing, direct provisional voters to designated provisional voting area.
4. Encourage voters who have time to cure their issue to do so.
5. Keep accurate list of provisional voters.
6. Be aware that if there is time, **they can leave and return with proper photo ID or supporting form of ID.**
7. Follow the instructions and fill out all forms completely. Provisional process instructions are available inside your binder.

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NOT REGISTERED TO VOTE/DID NOT MEET REGISTRATION DEADLINE

- All Provisional Voters must be checked-in on the E-Poll Book **except** for those voters that:
 1. Did not meet the voter registration deadline; or
 2. Are not registered to vote.
- A combination form will be provided to process those voters that fall under this category.
- Remember, should any questions arise call the Elections Department first!

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Election Information		Date of Election (Print or type date)		Type of Election (Print or type date)		County Precinct No.		Voter Address (Print or type address)		Signature (Print)	
County	Precinct	Year	Month	Day	Year	Month	Day	Street	City	State	Zip
El Paso	97-1	2023	4	12	2023	4	12	123 Main St, El Paso, Texas 79901	El Paso	Texas	79901
<p>COMBINATION FORM and Early Voting Register for Early Voting</p> <p>Provisional voters must be checked-in on the E-Poll Book except for those voters that: 1. Did not meet the voter registration deadline; or 2. Are not registered to vote.</p> <p>A combination form will be provided to process those voters that fall under this category.</p> <p>Remember, should any questions arise call the Elections Department first!</p>											
<p>PROVISIONAL VOTERS - NOT REGISTERED TO VOTE ONLY</p> <p>Signature: <i>Lisa Wise</i></p> <p>6 May 23</p>											

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HOW TO PREPARE A PAPER BALLOT



Paper ballots will be inside the black ballot bag.

BALLOT GUIDE

2008 General Election	2008 Primary Election	2008 General Election
2008-1	2008-1	2008-1
2008-2	2008-2	2008-2
2008-3	2008-3	2008-3
2008-4	2008-4	2008-4
2008-5	2008-5	2008-5
2008-6	2008-6	2008-6
2008-7	2008-7	2008-7
2008-8	2008-8	2008-8
2008-9	2008-9	2008-9
2008-10	2008-10	2008-10
2008-11	2008-11	2008-11
2008-12	2008-12	2008-12
2008-13	2008-13	2008-13
2008-14	2008-14	2008-14
2008-15	2008-15	2008-15
2008-16	2008-16	2008-16
2008-17	2008-17	2008-17
2008-18	2008-18	2008-18
2008-19	2008-19	2008-19
2008-20	2008-20	2008-20
2008-21	2008-21	2008-21
2008-22	2008-22	2008-22
2008-23	2008-23	2008-23
2008-24	2008-24	2008-24
2008-25	2008-25	2008-25
2008-26	2008-26	2008-26
2008-27	2008-27	2008-27
2008-28	2008-28	2008-28
2008-29	2008-29	2008-29
2008-30	2008-30	2008-30
2008-31	2008-31	2008-31
2008-32	2008-32	2008-32
2008-33	2008-33	2008-33
2008-34	2008-34	2008-34
2008-35	2008-35	2008-35
2008-36	2008-36	2008-36
2008-37	2008-37	2008-37
2008-38	2008-38	2008-38
2008-39	2008-39	2008-39
2008-40	2008-40	2008-40
2008-41	2008-41	2008-41
2008-42	2008-42	2008-42
2008-43	2008-43	2008-43
2008-44	2008-44	2008-44
2008-45	2008-45	2008-45
2008-46	2008-46	2008-46
2008-47	2008-47	2008-47
2008-48	2008-48	2008-48
2008-49	2008-49	2008-49
2008-50	2008-50	2008-50
2008-51	2008-51	2008-51
2008-52	2008-52	2008-52
2008-53	2008-53	2008-53
2008-54	2008-54	2008-54
2008-55	2008-55	2008-55
2008-56	2008-56	2008-56
2008-57	2008-57	2008-57
2008-58	2008-58	2008-58
2008-59	2008-59	2008-59
2008-60	2008-60	2008-60
2008-61	2008-61	2008-61
2008-62	2008-62	2008-62
2008-63	2008-63	2008-63
2008-64	2008-64	2008-64
2008-65	2008-65	2008-65
2008-66	2008-66	2008-66
2008-67	2008-67	2008-67
2008-68	2008-68	2008-68
2008-69	2008-69	2008-69
2008-70	2008-70	2008-70
2008-71	2008-71	2008-71
2008-72	2008-72	2008-72
2008-73	2008-73	2008-73
2008-74	2008-74	2008-74
2008-75	2008-75	2008-75
2008-76	2008-76	2008-76
2008-77	2008-77	2008-77
2008-78	2008-78	2008-78
2008-79	2008-79	2008-79
2008-80	2008-80	2008-80
2008-81	2008-81	2008-81
2008-82	2008-82	2008-82
2008-83	2008-83	2008-83
2008-84	2008-84	2008-84
2008-85	2008-85	2008-85
2008-86	2008-86	2008-86
2008-87	2008-87	2008-87
2008-88	2008-88	2008-88
2008-89	2008-89	2008-89
2008-90	2008-90	2008-90
2008-91	2008-91	2008-91
2008-92	2008-92	2008-92
2008-93	2008-93	2008-93
2008-94	2008-94	2008-94
2008-95	2008-95	2008-95
2008-96	2008-96	2008-96
2008-97	2008-97	2008-97
2008-98	2008-98	2008-98
2008-99	2008-99	2008-99
2008-100	2008-100	2008-100

This is the "Ballot Guide" to find the corresponding ballot.

[illegible]

This is the "Serial Number Label Sheet." You will use one label to activate the ballot.

[illegible]

This is an example of how a ballot looks. Learn how to prepare the ballot for the voter in the next slide.

HOW TO PREPARE A PAPER BALLOT FOR A PROVISIONAL VOTER

Refer to your Ballot Guide, available inside the *Activation Cards & Provisional Ballot Bag*; black ballot bag.

- Find the voters precinct number with split. Find the correct ballot card number and take out three of the same ballot cards:
 - The Election Judge must direct the provisional voter to choose one of the three ballot cards. Once chosen by the voter, the ballot card must be prepared for the voter.
- Write the name of your Vote Center and voter's precinct on the voter's ballot card.
- Place one of the serial number labels on the ballot card;** serial labels are located inside the *Activation Cards and Provisional Ballot Bag*.
- One Election Judge initials.

[illegible]

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**NEW:AFFIDAVIT OF
PROVISIONAL VOTER**

- **Section 1:** All required fields must be completed by the Election Judge
- **Section 2:** All required fields must be completed by the voter
- **Section 3: DO NOT COMPLETE.** This section will be completed by the Voter Registrar's office.

[illegible]

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AFFIDAVIT OF PROVISIONAL VOTER

SECTION 1

1	AFFIDAVIT OF PROVISIONAL VOTER TO BE COMPLETED BY THE ELECTION JUDGE	DECLARACION JURADA DEL VOTANTE PROVISIONAL QUE DEBE COMPLETARSE POR EL JUEFE ELECTORAL
2	I, <u>UTER</u> of the County of <u>110</u> USE WISE <small>Amendments to Declaration of Residence</small>	where I am registered, and the date of the election.
3	VOTER PRESENTED ACCEPTABLE FORM OF IDENTIFICATION OR A SUPPORTING PHOTO OF IDENTIFICATION AND EXECUTED A REASONABLE IMPEDIMENT DECLARATION YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	2. Check or mark if the voter presented an acceptable form of ID or a supporting photo of ID and executed a Reasonable Impediment Declaration.
4	REASON FOR VOTING PROVISIONALLY I failed to present acceptable form of photo identification, a supporting form of identification with as executed Reasonable Impediment Declaration, or voter registration certificate with exemption.	3. Check or mark the reason why the voter is voting provisionally.
5	1. Voter not on list of registered voters. 2. Voter not on list, registered in another precinct. 3. Voter on list of people who voted early at mail, and voter has not surrendered mail ballot, presented a Notice of Delivery, or presented Notice of Surrendered Ballot. 4. Voting after 7:00 p.m. due to court order. 5. Voter on list, but registered residence address outside the _____ political subdivision. 6. Registered at Department of Public Safety (DPS) When: _____ Where: _____ (Please explain) Other: _____	4. Write the date when affidavit was completed. 5. Election Judge, sign affidavit.
Sworn and subscribed to before me this date: <u>5/8/2023</u> Signature of Election Judge: <u>Melissa Rios</u>		

1. Write legibly the type of election, name of your Vote Center, Precinct number where voter is registered, and the date of the election.
2. Check or mark if the voter presented an acceptable form of ID or a supporting form of ID and executed a Reasonable Impediment Declaration.
3. Check or mark the reason why the voter is voting provisionally.
4. Write the date when affidavit was completed.
5. Election Judge, sign affidavit.

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AFFIDAVIT OF PROVISIONAL VOTER

SECTION 2

[illegible]

1. Have voter write legibly all required fields; gender question is optional.
2. Residence address must be complete with number, street, city, state and zip code. Have voter provide mailing address if different from residence address.
3. Voter must provide either the TX ID number or the last four of his/her SSN. Voter can check or mark the box only if they have not been issued a TX ID number or a SSN.
4. Have voter check or mark the appropriate box to the citizenship question.
5. Have voter sign at the bottom right.

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ELECTION ADVISORY NO. 2018-08
RE: VOTER IDENTIFICATION PROCEDURES UNDER SENATE BILL 5 (2017)

- A Voter may cure a provisional ballot cast due to the failure to present an acceptable form of photo identification or follow the Reasonable Impediment Declaration procedure at your voting place or a Voter Registration Certificate with an "E" notation on it by:
 1. presenting an acceptable form of photo ID; or
 2. if the voter does not possess and cannot reasonably obtain an acceptable form of photo ID, executing a Reasonable Impediment Declaration and presenting an acceptable form of supporting ID; or
 3. if applicable, submitting the affidavit for one of the temporary exemptions (natural disaster or religious objection to being photographed); or
 4. if applicable, qualifying for the permanent disability exemption to presenting acceptable photo ID or following the Reasonable Impediment Declaration procedure, within 6 days of Election Day at the Voter Registrar's Office.
- Ballot will not be counted, if the voter fails to present himself/herself to the Elections Department to provide an acceptable form of ID within the six (6) day cure period.

VOTER HAS A REASONABLE IMPEDIMENT BUT DID NOT BRING THE SUPPORTING FORM TO THE VOTING PLACE

- If the voter states that they **DO NOT** possess an acceptable form of photo ID, and the voter would otherwise not be able to reasonably obtain an acceptable form of photo ID but **has not brought a supporting form of ID to the voting place**, the voter should be offered a provisional ballot.
- The voter may "cure" by appearing at the County Voter Registrar's Office within 6 calendar days of Election Day and presenting an acceptable supporting form of ID and completing a Reasonable Impediment Declaration.

Note: The Election Worker should explain that the voter may also opt to leave the voting place and return at a later time with their acceptable form of supporting ID and vote a regular ballot after executing a Reasonable Impediment Declaration at the time.

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NOTICE TO PHOTO ID PROVISIONAL VOTER (SEC. 63.001(g))

- Only for acceptable ID (photo ID/supporting form) voters who voted provisional.
- Once "Notice of Provisional Voter" is completed by either Election Judge, inform voter to present himself/herself to the Elections Department within six (6) days from Election Day with acceptable form of ID in order to have provisional ballot counted.
- Provide voter with map which will offer directions to the El Paso County Elections Department.

SEE NEXT SLIDE FOR EXAMPLE

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ONLY FOR PROVISIONAL PHOTO ID VOTERS

NOTICE TO PROVISIONAL VOTER

ONLY for provisional voter who did not (1) present an acceptable form of photo ID and (2) complete a reasonable impediment declaration

May 12, 2023

PROVISIONAL PHOTO ID VOTERS ONLY

Directions to Present Photo ID:

Enrique Moreno County Courthouse:
500 E San Antonio Ave., Suite 314
El Paso, Texas 79901

Parking Available: Located behind the County Courthouse.
500 E Overland Ave.,
El Paso, Texas 79901

Directions:
1. Turn right on Overland Ave.
2. Turn right on Overland Ave.
3. Turn right on Overland Ave.
4. Turn right on Overland Ave.


When you get off your vehicle proceed to the third floor in the parking garage.

You will then enter the courthouse, you will pass county security, then keep walking straight walk towards the elevators and pass the elevators towards the atrium. Our office will be located on the right side, Suite 314.

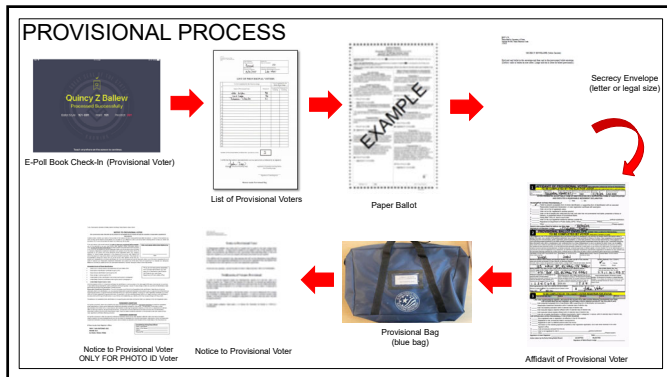
Should you have any questions call our office at (915) 546-2154.

Our hours of operation are Monday through Friday 8:00 am – 4:45 pm. Excluding holidays.

For more information visit our website at www.epcountyvotes.com.



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CURBSIDE VOTING

- What is curbside voting?
- If a voter is physically unable to enter the voting place without assistance or likelihood of injury to his or her health, one Election Worker may deliver a ballot to the voter at the entrance or curb of the Vote Center (Sec. 64.009(a)).
- The voter must be qualified by the Election Worker before the voter can receive the ballot (Sec. 64.009(b) and (c)).
- If the voter is not only physically unable to enter the voting place, but is also eligible for voter assistance in marking his/her ballot:
 - Two Election Workers may assist the voter (Sec. 64.032(a)) or;
 - The voter may be given assistance by a person of the voter's choice, other than the voter's employer or agent of that employer (Sec. 64.032(c); 42 U.S.C.A. 1973aa-6).

Note: You will receive **one A-Frame sign** for your Vote Center. Please place the sign where it is visible to voters at the entrance of the Vote Center.

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CURBSIDE VOTER

- **You may not question or challenge the voter for voting curbside!**
- Curbside voters **will be checked-in** on the E-Poll Book
- Curbside voters **DO NOT receive an activation card** during the check-in process
- Voter will vote on the ExpressTouch
- If curbside voter is a provisional voter (not registered to vote, does not have an acceptable form of ID, does not have their mailed ballot) you must provide voter with paper ballot, secrecy envelope and the Affidavit of Provisional Voter. Deposit the sealed affidavit (containing voted ballot) inside the Provisional Bag.
- Remember, should any questions arise call the Elections Department first!

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NEW FORM: PERSON PROVIDING TRANSPORTATION TO SEVEN OR MORE VOTERS (CURBSIDE VOTING)

Prescribed by Secretary of State
Revised 04/03/21, 04/04/21, Texas Election Code
70022

Type of Election
UNIFORM

Uniform Precinct
Fire Station #15

Date of Election
5/8/2023

Authority Conducting Election
Lisa Wise

INFORMATION OF PERSON THAT PROVIDES TRANSPORTATION TO SEVEN OR MORE VOTERS FOR CURBSIDE VOTING

INFORMACIÓN DE PERSONA QUE PROPORCIONA TRANSPORTACIÓN A SEIS O MÁS VOTANTES

Signature of Person that Provides Transportation (Firma de persona que proporciona transporte)	Printed Name of Person that Provides Transportation (Nombre impreso de persona que proporciona transporte)	Address of Person that Provides Transportation (Dirección de persona que proporciona transporte)	Relationship to Assisted Voter (Relación con el votante asistido)	Yes/No	Yes/No
<i>Luis Robles</i>	Luis Robles	323 Main St., El Paso, TX 79901	Brother	Yes	No
				Yes/No	No/No
				Yes/No	No/No
				Yes/No	No/No
				Yes/No	No/No
				Yes/No	No/No
				Yes/No	No/No
				Yes/No	No/No

INSTRUCTIONS:

A person that simultaneously provides transportation to 7 or more curbside voters to the polling place must complete and sign this form. If the person that provided transportation also assists the voter, the person must repeat the Oath of Assistance about and sign it prior to rendering assistance.

RETURN INSIDE ENVELOPE #2

- Complete only if a person simultaneously provides transportation to 7 or more curbside voters to the voting place
- Does NOT** apply if the person assisting is related to each voter within the second degree by affinity (marriage) or the third degree by consanguinity (blood)
- If complete, return inside Envelope #2

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RENDERING ASSISTANCE TO A VOTER

Voters who are eligible for assistance:

- Any voter who is physically unable to mark his or her ballot (Sec. 64.031; 42 U.S.C.A., 1973aa-6);
- Any voter who cannot read the languages on the ballot (Sec. 64.031; 42 U.S.C.A., 1973aa-6).

Definitions of assistance (Sec. 64.0321):

- Reading the ballot to the voter
- Directing the voter to read the ballot
- Marking the voter's ballot as directed by the voter
- Directing the voter to mark the ballot

The person who is to provide assistance must first take an Oath of Assistance administered by one Election Worker (Sec. 64.034).

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P-10

Prescribed by Secretary of State
Revised 04/03/21, 04/04/21, Texas Election Code
70022

OATH OF ASSISTANCE

Oath of Person Assisting Voter: "I swear (or affirm) under penalty of perjury that the voter I am assisting represented to me they are eligible to receive assistance. I will not suggest, by word, sign, or gesture, how the voter should vote. I will prepare the voter's ballot as the voter directs. I did not pressure or coerce the voter into choosing me for possible assistance. I am not the voter's employer, an agent of the voter's employer, or an officer or agent of a labor union to which the voter belongs. I will not communicate information about how the voter has voted to another person, and I understand that if assistance is provided to a voter who is not eligible for assistance, the voter's ballot may not be counted." **Juramento de la Persona Asistiendo al Votante:** "Yo juro (o afirmo) bajo pena de perjurio que el votante al que estoy asistiendo me representó que no es elegible para recibir asistencia ni sugerir, con palabras, señal, o gesto, cómo debe votar el votante; preparar la boleta del votante según lo indique el votante; no presionar ni coaccionar al votante para que me eligiera como asistente; no soy el empleador del votante, un agente del empleador del votante, o un oficial o agente de un sindicato al cual el votante pertenece; no comunicar información sobre cómo el votante ha votado a otra persona; y entiendo que si no proporciono asistencia a un votante que no es elegible para recibir asistencia, la boleta del votante podría no ser contada."

Signature of Assistant (Firma del Asistente)	Printed Name of Assistant (Nombre impreso del Asistente)	Address of Assistant (Dirección del Asistente)	Relationship of Assistant to Voter (Relación del Asistente al Votante)	Do you receive or expect anything of compensation or other benefit from a candidate, campaign, or political committee? Please do not communicate about how the voter has voted to any person, other than the voter.	Yes/No
<i>Michael Scott</i>	Michael Scott	123 Main St., El Paso, TX 79901	Brother	Yes	No
				Yes	No
				Yes	No
				Yes	No
				Yes	No
				Yes	No
				Yes	No
				Yes	No
				Yes	No

INSTRUCTIONS:

1. Administer the Oath of Assistance to the Assistant.
2. The Assistant must repeat the Oath and complete the form for each voter assisted.
3. Sign the form.
4. Print the voter's name.
5. Print the voter's address.
6. Print the voter's relationship to the voter.
7. Indicate whether the voter received any form of compensation or other benefit from a candidate, campaign, or political committee for providing assistance to the voter.

The above oaths were sworn and subscribed to before me this 6 day of May, 2023. (Las promesas anteriores fueron suscritas ante mí el día 6 de mayo de 2023).

Melissa Rosales

Signature of Election Officer

Melissa Rosales

Printed Name of Election Officer

RETURN INSIDE ENVELOPE #2

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INTERPRETERS

- All Election Workers, while on duty, must use English, except when helping a voter who does not understand English (Secs. 61.031, 61.036).
- The voter may also select an interpreter, to communicate with the Election Workers attending to the voter in a language that is not English, regardless of whether the Election Worker who attempts to communicate with the voter understands or does not understand the language used by the voter (Sec. 61.032; Docket No. 60, 66).
- An interpreter may interpret for any number of voters. For each voter, the interpreter must take the Oath of Interpreter (Sec. 61.035).

Effective September 1, 2021 under Senate Bill 331

To be eligible to serve as an interpreter, a person may be any person other than the voter's employer, an agent of the voter's employer, or an officer or agent of a labor union to which the voter belongs, **if appointed by the voter.**

If **appointed to serve as an interpreter by an election officer**, the person must be a registered voter of the county in which the voter needing an interpreter resides or a registered voter of an adjacent county.

A person providing ballot assistance under Sec. 61.034 (translating the ballot) must also take the oath required for persons providing assistance and meet all other requirements of the subchapter related to assistance.

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7-68 Revised by Secretary of State Section 61.035, 61.036 Texas Election Code 2002	<table border="1"> <tr> <td>Type of Election</td> <td>Voting Place</td> </tr> <tr> <td>Uniform</td> <td>Eastside Annex</td> </tr> <tr> <td>Date of Election</td> <td>Authority Conducting Election</td> </tr> <tr> <td>5/6/2023</td> <td>Lisa Wise</td> </tr> </table>	Type of Election	Voting Place	Uniform	Eastside Annex	Date of Election	Authority Conducting Election	5/6/2023	Lisa Wise
Type of Election	Voting Place								
Uniform	Eastside Annex								
Date of Election	Authority Conducting Election								
5/6/2023	Lisa Wise								

OATH OF INTERPRETER

Oath of Interpreter: "I swear (or affirm) that, to the best of my ability, I will correctly interpret and translate each question, answer, or statement addressed either to the voter by any election officer or to an election officer by the voter." **Juramento del Interpretador:** "Yo juro (o afirmo) que, a mi mejor habilidad, interpretaré y traduciré de una manera correcta cada pregunta, respuesta o declaración que cualquier oficial electoral dirige al votante o que el votante dirige a cualquier oficial electoral."

Luz Lopez

Instructions:

1. Administer the Oath of Interpreter to the interpreter.
2. The Interpreter must repeat the Oath aloud.
3. Instruct the Interpreter to sign the form.

The above oaths were given and subscribed to before me this 6th day of May, 2023.

Melissa Rosales
Signature of Election Officer
Melissa Rosales
Printed Name of Election Officer

RETURN INSIDE ENVELOPE #2

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SPOILED BALLOT

- A voter who makes a mistake while marking his or her ballot may take the spoiled ballot to an Election Worker and exchange it for a new ballot (Sec. 64.007(a)).
- A voter may spoil up to **two ballots and vote a third ballot** (Sec. 64.007(b)).
- The Election Worker shall put the name of the voter and the ballot number on the *Register of Spoiled Ballots*, write on the **FRONT** of the ballot "Spoiled". **Both the register and the spoiled ballot, if any, must be returned inside the Spoiled Ballots Envelope.**

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[illegible]

REGISTER OF OFFICIAL BALLOTS/BALLOT AND SEAL CERTIFICATE ACTIVATION CARDS/ PAPER BALLOTS			
Election Name: May 2023 Uniform		Date of Election: 5/6/2023	
Early Voting Station/Election Day Vote Center: Hanks High School			
Election Day Instructions: Please fill out and sign this form and return it to the Supervisor. Do not sign this form until you are at the polling place. Do not sign this form until you are at the polling place. Do not sign this form until you are at the polling place.			
Supervisor's Card/Balloon: Please provide serial #s if any			
A. Number of black activation cards/balloon issued	300	Page Ballot Provisional	100
B. Total count of used ballots in DS200	75		
C. Number of provisional ballots used	3		
D. Number of spoiled cards/balloon(s)	0		
E. Number of unused cards/balloon(s)	1		
F. Number of cards/balloon(s) issued to provisional voters	224		97
G. Number of cards/balloon(s) issued to provisional voters	300		100
H. Number of cards/balloon(s) issued to provisional voters	0		
I. Total Number of cards/balloon(s) issued to provisional voters	75		
J. Number of cards/balloon(s) issued to provisional voters	75		
Serial Number of the blue seal used during closing procedures on the blue bin: 48912			
Signature of Supervisor: May Date: 5/6/23			
Signature of Supervisor: Stacy Escobedo Date: 5/6/23			
Signature of Supervisor: Rene Martinez Date: 5/6/23			

REGISTER OF OFFICIAL BALLOTS

Secs. 85.032, 127.064 through 127.068

How to complete:

- Form will be inside the black "Activation Cards & Provisional Ballot Bag"
- Write legibly the election name, date of election, and your assigned voting place
- Supplemental cards/balloon(s) issued: complete only if your assigned District Supervisor/Recorder provides you with more cards/balloon(s).

A. Opening procedures: provide number of cards/balloon(s) received

B. Provide "Public Count" from the DS200; number appears at the bottom middle of the screen

C. Provide count of ballots used for provisional voters

D. Provide count if voter leaves the voting place with card/balloon; Fleeing Voter

E. Provide count of spoiled card(s)/ballot(s); if any

F. Provide number of unused cards/balloon(s); use formula on form

G. Provide number of cards/balloon(s) accounted for; use formula on form

H. Provide "Count" from ALL assigned E-Poll Books; number appears at the top middle of the E-Poll Book screen

I. Provide "Public Count" from the DS200; number appears at the bottom middle of the screen

J. Write the serial number of the blue seal used during closing procedures on the blue bin

Date of Election

Both Election Judges sign; Poll Watcher signs if present during closing procedures

White Copy (Envelope #2) Yellow Copy (Black Bag) Blue Copy (Presiding Judge) Pink Copy (Alternate Judge)

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NOTICE OF VOTER COUNT SEC. 61.007(c)													
<p>The notice shall remain posted at the entrance to your Vote Center until it is closed for voters.</p> <p>Obtain these numbers from the "Public Count" of both the DS200 and Express Touch.</p> <p>Write down your count every two hours, beginning at 9:30 a.m.</p> <p>Return inside Envelope #2 during closing procedures.</p>													
<p>VOTING PLACE: El Paso County Coliseum</p> <p>NOTICE OF TOTAL NUMBER OF VOTERS WHO HAVE VOTED (TOTAL NO. VOTERS WHO HAVE VOTED)</p> <table border="1"> <thead> <tr> <th>Number of Voters</th> <th>Estimated Total</th> </tr> </thead> <tbody> <tr> <td>9:30 A.M.</td> <td>29</td> </tr> <tr> <td>11:30 A.M.</td> <td>60</td> </tr> <tr> <td>1:30 P.M.</td> <td>99</td> </tr> <tr> <td>3:30 P.M.</td> <td>135</td> </tr> <tr> <td>5:30 P.M.</td> <td>177</td> </tr> </tbody> </table> <p>X Leonard Smith Signature of Presiding Judge Place of Vote Counting</p> <p>NOTE TO SUPERVISOR/JUDGE: The total number of voters who have voted on the poll day shall be posted at the close of the day. The notice shall remain posted until the polls close.</p> <p>RETURN INSIDE ENVELOPE #2</p>		Number of Voters	Estimated Total	9:30 A.M.	29	11:30 A.M.	60	1:30 P.M.	99	3:30 P.M.	135	5:30 P.M.	177
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ACTIVATION CARDS & PROVISIONAL BALLOT BAG SEALS LOG										
<p>This form will be located inside the "Activation Cards & Provisional Ballot Bag" also known as the black ballot bag.</p> <p>During opening procedures, verify that the serial number on the clip matches the serial number on this form; two initials are required.</p> <p>During closing procedures, seal the ballot bag with a red or white clip seal and write down the serial number on this form; two initials are required.</p> <p>This process must be completed by both Election Judges; only one signature is required during closing procedures.</p> <p>Return the executed form inside Envelope #2.</p>										
<p>ELECTION DAY ACTIVATION CARDS & PROVISIONAL BALLOT BAG-SEAL LOG</p> <p>ATTENTION: You must keep a count of all activation cards throughout the day. Please write the "Activation Cards & Provisional Ballot Bag" with a red or white clip seal at closing time.</p> <p>Vote Center: YUSD Central Office Election Date: 5/6/2023</p> <p>Election Judges (please write):</p> <table border="1"> <thead> <tr> <th>Serial #</th> <th>Presiding Judge Initials</th> <th>Alternate Judge Initials</th> </tr> </thead> <tbody> <tr> <td>Opening Seal Number: 518573</td> <td>MR</td> <td>RJ</td> </tr> <tr> <td>Closing Seal Number: 518574</td> <td>MR</td> <td>RJ</td> </tr> </tbody> </table> <p>Election Judge Signature: Ruben Gomez</p> <p>REMARKS:</p> <ul style="list-style-type: none"> Activation cards are to be used for in-person voting at your voting place. Provisional ballots are to be used for provisional voters at designated polling places. Complete names must not show on the top of the ballot. <p>RETURN INSIDE ENVELOPE #2</p>		Serial #	Presiding Judge Initials	Alternate Judge Initials	Opening Seal Number: 518573	MR	RJ	Closing Seal Number: 518574	MR	RJ
Serial #	Presiding Judge Initials	Alternate Judge Initials								
Opening Seal Number: 518573	MR	RJ								
Closing Seal Number: 518574	MR	RJ								

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VOTING MACHINES & SIGNS

- Only Election Workers can open and close the voting system.
- Any voting system problem(s) please close machine(s) and call tech support immediately at (915) 546-2154.
- Take plenty of "Vote Here" signs for your Vote Center.
- At the end of the day leave "Vote Here" signs and voting system in same area where you first located the voting system at the beginning of the day.



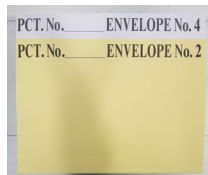
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ENVELOPE #2 & ENVELOPE #4

At the end of the day, any completed forms must be distributed to appropriate authorities in particular envelopes. The following forms must be placed in the correct envelope ready to return to Justice Warehouse. Unused forms go back inside the Election Forms envelope:

Envelope 2

- Reasonable Impediment Declaration
- Poll Watcher Certificate of Appointment
- Notice of Total Number of Voters Who Have Voted
- Oath of Election Judges and Clerks
- Oath of Assistance
- Oath of Interpreters
- Election Day Seal Logs
- Activation Cards & Provisional Ballot Bag-Seal Log
- Register of Official Ballots/Ballot and Seal Certificate (White Copy)
- Information of Person that Provided Transportation to Seven or More Voters for Curbside Voting



Envelope 4

- Statement of Residence
- Texas Voter Registration Application (English/Spanish)
- Voter's Similar Name Correction Request Form

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CLOSING YOUR VOTE CENTER

Officially close and lock the door to your Vote Center at 7:00 p.m. (Sec. 41.031(a)).

- Every voter in line before 7:00 p.m. must be allowed to vote (Sec. 41.032).
- Have all voters enter the Vote Center, if possible, and lock the door.
- If it is not possible to get all the people waiting in line into the Vote Center, position an Election Worker after the last person in line at 7:00 p.m.
- Distribute numbered identification cards, tokens, etc. to people waiting in line at the time for official closing of the polls (Sec. 41.032 (b)).
- **Do not begin closing the voting system until last voter has finished voting!**
- Pack all supplies provided by the Elections Department inside Election Day bag.

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DELIVERY OF FLASH DRIVES

- After closing your Vote Center, the Presiding Judge and Alternate Judge **must remove two flash drives, one from the DS200 and one from the ExpressTouch**. See "DS200 and ExpressTouch Closing Procedures" for instructions.
- Place **both flash drives** inside **yellow bank bag**. Judges, you must lock the **yellow bank bag** with red seal provided inside the clear pouch.
- Sealed bank bag must be delivered by the **Presiding Judge** to the El Paso County Courthouse, 500 E. San Antonio Ave., 3rd floor.
- During the day, our office staff will send you E-Poll Book reminders of certain Vote Center procedures and reminders.
- If you forget either flash drive, you will be required to return to your Vote Center to retrieve that flash drive and bring it to the courthouse. This is the law!



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NEW PROCESS: DS200-BLUE BALLOT BIN

- Both key holes must be locked during closing procedures by both the Presiding Judge and the Alternate Judge. Place the blue tamper seal across the flaps once closed
- Keys are located inside your orange bag
- Step-by step instructions are also available inside your binder



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RECEIPT FOR TRANSFER BALLOT BOX

Presiding Judge:

- Only complete top right box and print the name of your Vote Center, your name and the name of your Alternate Judge.
- DO NOT SIGN OR WRITE TIME IN.** Representative from the Central Counting Station will complete this portion of the form.

Note: You must archive the carbon copy once executed by both you and the Central Counting Station Representative for 22 months.

<p>STATE OF TEXAS COUNTY OF EL PASO</p> <p>DATE: 4/12/2023 TIME: 1:00 PM</p>	<p>RECEIPT FOR TRANSFER BALLOT BOX</p> <p>I, the undersigned Presiding Judge of the Central Counting Station, do hereby acknowledge receipt of the transfer case by person: <u>YVCA-West</u>. The transfer case was delivered by: <u>Martha Mercer</u> and <u>John Smith</u>, two authorized Election Officers of that precinct and the seal of the transfer case was satisfactory. Transfer (please mark at the time of delivery)</p> <p>DO NOT SIGN Signature of Presiding Judge of the Central Counting Station (Signature Required)</p> <p>Time: <u>1:00 PM</u> DO NOT COMPLETE</p> <p>State Election Code, Section 17.046. RECEIVED BALLOT BOX AT CENTRAL COUNTING STATION At the time of receipt, the undersigned, the Presiding Judge, the Central Counting Station Representative, and the Transfer Officer, all signed and dated this receipt and the receipt was filed in the appropriate file.</p> <p>State Election Code, Section 17.046. RECEIVED BALLOT BOX AT CENTRAL COUNTING STATION At the time of receipt, the undersigned, the Presiding Judge, the Central Counting Station Representative, and the Transfer Officer, all signed and dated this receipt and the receipt was filed in the appropriate file.</p> <p>State Election Code, Section 17.046. RECEIVED BALLOT BOX AT CENTRAL COUNTING STATION At the time of receipt, the undersigned, the Presiding Judge, the Central Counting Station Representative, and the Transfer Officer, all signed and dated this receipt and the receipt was filed in the appropriate file.</p>
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