Voting Site Uniformity

NC State Board of Elections
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State Board of Elections Website

Voting Site Resources

- Voting Site Station Guide
- Online Election Official Resource Guide
- Election Officials Training Videos

http://www.ncsbe.gov/ncsbe/ERC

• Look for *Voting Site Resources*
Access to On-Demand Training Videos

https://vimeo.com/channels/1003451
Voting Site Station Guide

NC Voting Site Station Guide

Revised 2015

NORTH CAROLINA
State Board of Elections
Voting Procedures Overview
### Voting Site Layout

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Voting Site Stations
Voting Site Arrangement (GS 163-166.2)

There must be adequate space and furniture for the separation of:

- Checking of voter registration records
- Distribution of official ballots
- Private discussion with voters concerning irregular situations.

Equipment and furniture in the voting enclosure must be arranged so that it can be generally seen from the public space of the enclosure.
Voting Site Buffer Zone (GS 163-166.4)

Within a “buffer zone,” no person or group may:

- hinder access
- harass others
- distribute campaign literature
- place political advertising
- solicit votes
- engage in election-related activity
Election Greeter

- Provide preliminary guidance to voters on voting procedures.
- Provide information on acceptable photo ID.
- Provide confidence and reassurance that all voters will be given the opportunity to cast a ballot.
Check-in Station

**Search** for voters who present to vote in the voter registration records.

If appropriate, allow voters to **update** their name and/or address.

**Review** voters’ **photo ID** and make a determination that the ID is acceptable and bears a reasonable resemblance to the voter.

**Issue** a **vote authorizing document** for voters who are eligible to vote on the voting equipment -- to vote a “regular” ballot.

**Refer** voters who are not eligible to vote a regular ballot to the **Help Station** to receive alternative voting options.
Curbside Station

Attend to voters who are unable to enter the voting enclosure due to disability, physical impairment or age.

**Obtain** voters’ name, address, and if applicable, their party affiliation and primary party preference.

Give the curbside **oath** to eligible curbside voters.

**Review** voters’ **identification** document or their photo ID and make a determination that the ID is acceptable, and if a photo ID is presented, that the ID bears a reasonable resemblance to the voter.

**Obtain** voters’ voting materials from the voting enclosure, including provisional materials, if necessary.

Have curbside voters **sign** all applicable vote authorizing documents.

Provide curbside voters with **ballot** and permit the voters to use their vehicle as a voting enclosure.

**Secure** curbside voters **voted ballot** and return their voted ballot to the voting enclosure to either be **cast** in the tabulator or secured for return to the board of elections office.
Help Station

- Attend to voters who were not eligible to be issued a vote authorizing document at the Check-in Station.

- Facilitate precinct transfers for voters with Unreported Moves.

- Explain alternative voting options to voters who are unable to cast a regular ballot.

- If applicable, review voters’ photo ID and make a determination that the ID is acceptable and bears a reasonable resemblance to the voter.

- Issue provisional voting materials.

- Give provisional voting instructions.

- Give the exact date by which certain voters must present in-person to the board of elections to show acceptable ID, in order for provisional ballot to be counted.
Ballot Station

- Accept voters’ vote authorizing document.
- Confirm voters’ correct ballot style.
- If applicable, record application number or precinct/VTD number on ballot.
- Issue voters’ correct ballot.
Voting Site Signage: HAVA Poster
Voting Site Signage

Acceptable ID Poster

NO ID?
Request an absentee ballot here today

If you do not have an acceptable photo identification for voting, you have the option to request an absentee by mail ballot here today.

Voting an absentee by mail ballot does not require photo identification.

Voting an absentee by mail ballot requires two witnesses or a notary.

Ask any Election Official for an Absentee by Mail application.

NOTICE TO VOTERS
Photo identification is not required to vote a mail-in absentee ballot.

For a mail-in absentee ballot request form, or for more information and the deadline to request a mail-in absentee ballot, please ask an election official.

During Early Voting only
(up to ABS Request deadline)
Central Principles
No 1: Election Officials administer election laws, rules and policy.

Election officials take an oath to uphold and support the law and carry out their assigned duties.
No 2: Be Consistent and Uniform

All North Carolina election officials must consistently and uniformly carry out the laws, rules and policies of this state.
No 3: Election Integrity

Election officials must facilitate a process where ballots cast by qualified and eligible voters will be counted.

Election officials must facilitate a process where if the qualification or eligibility of a voter is in question, the person will not be able to cast a ballot that will be improperly counted.

The final decision of whether to count a ballot of a voter whose qualification or eligibility is in question, is a matter for members of a county board of elections.
No 4: No one Turned Away

Any person who presents to vote in a North Carolina voting site:

- Must be allowed to cast either a **regular ballot**, or
- if not eligible to cast a regular ballot, the person must be given alternative voting options.
Voting Procedure & Voter ID

**Perfect World**

Vote “Regular” Ballot

- Present Acceptable ID
- State Name
- State Address
- State Party Affiliation

**ID Exceptions in Real World**

Alternative Voting Options

- No Acceptable ID
- Religious Objector
- Natural Disaster
- Reasonable Impediment
Voting Site Station Guide
Station Guide is Mandatory

Election Officials in all NC counties are required to use the NC Voting Site Station Guide.
Station Guide Purpose

- Provide election officials with immediate access to certain election laws and policy.
- Provide quick summary of voting site procedures.
- Provide elections officials with clear, consistent, and uniform language to provide to voters.
- Provide voters with ability to hear and see clear, consistent, and uniform instruction on voting laws and policy.
- Transparency, competency, compliance, and assurance.
Station Guide – Organization & Structure

- Acceptable Photo ID
- Check-in Station
- Curbside Station
- Help Station
- Ballot Station
- Voter Assistance
Acceptable Photo ID

NC Drivers License  
NC DMV State Identification Card

U.S. Passport  
U.S. Military ID

U.S. Veterans ID Card  
Tribal Enrollment Card
NC Driver License

- Must have a printed expiration date that is not more than four years before presented.
- Address on the ID card does not need to match address stated by voter.
- Address on the ID card does not need to match address stated by voter.

NC Driver License (Old)

- Must have a printed expiration date that is not more than four years before presented.
- Address on the ID card does not need to match address in voter record.
- Address on the ID card does not need to match address stated by voter.

Includes:
- Driver License
- Commercial Driver License
- Limited or Full Provisional License
- Limited Learner Permit
- Motorcycle Learner Permit

Primary Photo

Primary Photo

Secondary Photos

Name

Expiration Date
DMV Non-Operator State Identification Card (Old)

• Must have a printed expiration date that is **not more than four years** before presented.
• Address on the ID card does **not** need to match address in voter record.
• Address on the ID card does **not** need to match address stated by voter.

[Image of a DMV Non-Operator State Identification Card (Old) with highlighted sections: Name, Expiration Date, Secondary Photos, Primary Photo.]
U.S. Passport Card

- Must not be expired.

Includes:
- Passport Book
- Passport Cards

Primary Photo

Name

Secondary Photos

Expiration Date
U.S. Military ID (Dependent, Civilian Contractor, Retired)

- Must be unexpired if it has an expiration date.
- No requirement that it have a printed expiration or issuance date.

Branches Include:
- U.S. Army
- Army National Guard
- U.S. Navy
- U.S. Air Force
- Air National Guard
- U.S. Marines
- U.S. Coast Guard

Colors Include:
- Green: Reserve
- Blue: Retired
- Red: Reserve Retired
- Tan: Active Duty, Disabled, Medal of Honor Recipient, etc.

Acceptable ID | 9
U.S. Veterans Affairs ID (Old)

- Issued by the U.S. Department of Veterans Affairs for use at Veterans Administration medical facilities.
- Must be unexpired if it has an expiration date.
- No requirement that it have a printed expiration or issuance date.

Expiration Date Not Required

Name: WILLIAM O. TELIZ

Expiration Date Not Required

Name: Doe, Jane Adams

Photo
### Tribal Enrollment Card

#### Federally Recognized Tribes
- Must be unexpired if it contains an expiration date.
- If no expiration date, must have a printed issuance date that is not more than 8 years before presented.

#### State Recognized Tribes
- Must have expiration date.
- Must be unexpired.
- Must be approved by the NC State Board of Elections.

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**CHEROKEE TRIBAL ENROLLMENT CARD**

- **Name:** JOHN DOE
- **Address:** 1234 MAIN STREET, ANYWHERE NC 00000-0001
- **Issued Date:** 08-30-2012
- **Expiration Date:** 08-30-2024
- **Photo**

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**Acceptable ID | 12**
Out-Of-State Driver License or Non-Operator Identification Card

Must be issued by:

• another state;
• the District of Columbia, or
• a territory or commonwealth of the United States

Can only be accepted:

• if card is unexpired; and
• the voter registered within 90 days of the date of the election.

Check registration date in voter's record.