Valid Photo ID

1. The Voter votes as a “regular” voter if the Driver License or State ID matches the Signature Poll Book

2. The Voter votes as a “regular” voter if the Driver License or State ID does not match the Signature Poll Book, but the Signature Poll Book has the current address
   a. The Poll Worker records the last four digits of the photo ID in the Signature Poll Book

3. The Voter votes as a “regular” voter if the Driver License or State ID does not match the Signature Poll Book, but the Photo ID has the current address and is within the Precinct
   a. The Poll Worker records the last four digits of the photo ID in the Signature Poll Book

Go to pages 133 - 138 to see examples of Valid Photo IDs and where to find the correct numbers to record

Other Valid Forms of ID

All “Other “forms of ID MUST contain the voter’s name and current address in order to be valid.

Utility Bill
Bank Statement
Military ID (only with current name and address)
Government Check
Payroll Check
Other Government document other than the Board of Elections

1. The Voter votes as a “regular” voter if the name and current address on the Other Valid Form of ID matches the Signature Poll Book

2. The Voter votes as a Provisional Voter if the name and current address on the Valid Non Photo ID does not match the Signature Poll Book

Non Valid Forms of ID

Social Security card
Passport
Birth Certificate
College student ID
Insurance cards
Any notice received from the Board of Elections
Authority to Vote Slips (ATV)

- PEO records correct ATV # in the Poll Book
- PEO records correct Ballot Style # on ATV slip
- PEO gives voter the ATV slip
  - A voter only receives an ATV slip only if he/she is a "REGULAR" voter
  - A "PROVISIONAL" voter NEVER receives an Authority to vote slip

**Authority to Vote**

This card is the property of the Franklin County Board of Elections, and must be Returned with other supplies. Illegal use or reproduction of this cards will be Prosecuted under Ohio Election Laws.

PRIMARY ELECTION – MARCH 2, 2004
FRANKLIN COUNTY BOARD OF ELECTIONS
MATTHEW DAMSCHRODER, Director

<table>
<thead>
<tr>
<th>Ballot Style</th>
<th></th>
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</thead>
</table>

Record correct ballot style number from the Signature Poll Book

Signature Poll Book Format

1. Space Where Voter Signs
2. Authority to Vote Box
3. Space to Record Last 4 Digits of Photo ID
4. Ballot Style Number
5. Problem Box (if you check this box, please write a note in the Problems and Corrections page explaining its meaning). Please see Page 117.
Signature Poll Book Sample
SPECIAL SITUATIONS

Example 1 – SIGNED ON WRONG LINE
- Roger Hale signed on Susan Haag’s line. You discovered this after Roger left.
  - Draw a line through Roger’s name.
  - Write “no signature” in Roger’s signature box.
  - Draw a line through his authority to vote number and transfer Roger’s authority to vote number to the appropriate box.
  - Place an “X” in both the problem boxes and record the problem on the Problems and Corrections page (don’t forget to include the page number).

- When Susan comes in to vote –
  - Record Susan’s authority-to-vote number to the left of the authority-to-vote box.
  - Susan signs to the right of the Signature Box.

NOTE: There should already be an “X” in Susan’s problem box.

Example 2 – OHIO DRIVER LICENSE OR STATE ID CARD WITH FORMER ADDRESS
- Lydia Haley moved and updated his address with the Board of Elections but has not purchased a new Ohio Driver License or State ID Card reflecting her change of address.
  - Direct Lydia to sign in the signature box
  - Record the last four (4) digits of Lydia’s Ohio Driver License or State ID Card in the four boxes under the ATV box
  - Note: The official Ohio Driver License or State ID Card number begins with two alpha letters and is on the left side of the card, it is NOT the number in the upper right corner.
  - Record Lydia’s Authority to Vote number in the ATV box.
Example 3 – NAME CHANGE

- Cheryl Haley is now married and taken her husband’s surname.
  - She must vote provisionally and complete a Provisional Ballot Application form
  - Poll Worker writes PROV in the Authority-to-Vote Number Box

Example 4 – ATTORNEY IN FACT

Lawrence Hamill has designated someone to sign all Election-related documents on his behalf. If this notation appears in the Signature Poll Book, the Board of Elections has a form that designates this individual as the person having authority to sign on Mr. Hamill’s behalf.

An Attorney In Fact designation is noted in the Signature Poll Book with the phrase “This Voter has an Attorney In Fact.”

- A voter must have submitted the Attorney in Fact documents to the Board of Election prior to Election Day. In other words, the voter cannot bring the papers to the polling place on Election Day and have Precinct Election Officials help complete, witness, or assess the validity of the documents.
- MR. HAMILL must be in the presence of the individual who is signing on his behalf. You should still check to see Mr. Hamill’s ID before allowing his designated Attorney in Fact to sign the Signature Poll Book. Determine if the voter is a “regular” or “provisional” voter based on the ID he/she provides.
- It is not necessary to check the ID of the designated Attorney In Fact. You MUST see an acceptable valid form of ID from the voter BEFORE permitting the Attorney In Fact to sign on behalf of the voter
- At any time, the Attorney in Fact power may be rescinded by completing the Attorney in Fact Revocation form (Appendix E, P. 118).
Example 5 – REGISTRATION NOTICE BY BOE IS UNDELIVERABLE

- When a registration acknowledgment notice sent to the voter by the Board of Elections is returned designated undeliverable, the voter must vote a Provisional Ballot.

- When the note “This Voter MUST vote a Provisional Ballot” appears in the signature box, the voter MUST vote a Provisional Ballot and cannot sign the Signature Poll Book.

- The PROV notation also appears in the box where the Authority-to-Vote slip number would normally be written.

Example 6 – ABSENTEE VOTER

- Once a voter has requested an Absentee ballot or has voted an Absentee or Provisional ballot in person at the Board of Elections and presents himself/herself at the polls on Election Day to vote, that voter MUST vote a Provisional ballot.

- When the note “This Voter MUST vote a Provisional Ballot” appears in the signature box, the voter MUST vote a Provisional Ballot and CANNOT sign the Signature Poll Book.

- The AB/PROV notation appears in the box where the Authority-to-Vote number would normally be written.
Example 7 – 60-DAY ELECTION NOTICE IS UNDELIVERABLE

- In this example, the STOP SIGN appears OUTSIDE the signature box. This means that this voter’s required 60-day election notice was returned as “undeliverable.”

  - If the voter shows a valid form of ID that matches the NAME and CURRENT ADDRESS in the Signature Poll Book, the voter will sign the in the Signature box and vote as a “Regular” voter.

  - Be sure to record the voter’s Authority-to-Vote number in the ATV box.

  - If the voter shows a valid form of ID that does NOT match the NAME and CURRENT ADDRESS in the Signature Poll Book, or if the voter has no ID or refuses to produce ID, he/she MUST VOTE a Provisional Ballot. Do NOT have the voter sign the Signature Poll Book, and do NOT issue the voter an Authority-to-Vote slip. Have the voter complete the Provisional Ballot form.

- Write “PROV” in the ATV box
DO NOT ISSUE THE VOTER AN AUTHORITY TO VOTE SLIP, but issue a Provisional Application Form in these situations:

- The Voter’s name is NOT in the Signature Poll Book.
- The Voter’s valid ID (except photo ID) does NOT match the Voter’s name and address in the Signature Poll Book.
- If a State ID or driver’s license has the Voter’s current address, NOT the poll book, vote as “Provisional”.
- The Voter cannot show you any valid forms of ID.
- The Voter declines to show you any valid form of ID.

VOTER HAS A NAME CHANGE
- Voter’s CURRENT name does NOT match the name in the poll book.
- Place the letters PROV in the ATV box.
- Issue the Voter a Provisional Application form.

Note 1 – ATTORNEY IN FACT
- A Voter has designated someone on his/her behalf to sign all election-related documents.
- Voter shows the poll worker a valid form of ID.
- If the ID MATCHES the CURRENT name and address in the poll book, vote a ‘Regular’ ballot.
- If the Voter shows a valid photo ID with a former address and the Poll Book shows a current address, record the last four digits of the Driver’s License or State ID.
- Have the Attorney in Fact sign the poll book in the Voter’s presence, and treat the Voter as a ‘REGULAR’ Voter.
- Issue and record an Authority to Vote slip number in the ATV box.

OR FOR A PROVISIONAL VOTER
- The Voter shows the poll worker a valid form of ID.
- If the ID (except photo ID) does NOT MATCH the CURRENT name and address in the poll book, Attorney in Fact completes Provisional Application form.
- In cases of State ID or Driver’s License where they reflect the Voter’s current address, the Attorney in Fact completes the Provisional Application form in the Voter’s presence.
- The Attorney in Fact does NOT sign the Signature Poll Book or be issued an Authority to Vote slip.
- Record the initials PROV in the Authority to Vote box.

Note 2 – 60-DAY ELECTION NOTICE NOT DELIVERABLE
- STOP SIGN appears OUTSIDE the signature box.
- Voter shows valid form of ID that matches NAME/CURRENT ADDRESS in Signature Poll Book and votes ‘REGULAR’.

OR FOR A PROVISIONAL VOTER
- STOP SIGN appears OUTSIDE the signature box.
- Voter shows a valid form of ID that does NOT match the name and CURRENT address in the Signature Poll Book.
- The Voter does NOT sign the Signature Poll Book.
- Do not issue the Voter an Authority to Vote slip.
- Record the initials PROV in the Authority to Vote box.
- Issue the Voter a Provisional Ballot Application Form.

Note 3 – REGISTRATION NOTICE BY BOE IS NOT DELIVERABLE
- A note appears in the Signature Block.
- The Voter MUST complete a Provisional Application form.
- The Voter does NOT sign the Signature Poll Book.
- The Voter does NOT receive an Authority to Vote slip.

Note 4 – THE VOTER IS MARKED AS AN ABSENTEE VOTER
- A note appears in the Signature Block.
- AB/PROV appears in the ATV box.
- Issue the Voter a Provisional Application Form.
- Do NOT have the Voter sign the Signature Poll Book.
- Do NOT issue the Voter an Authority to Vote Slip.

REMEMBER: The Machine Judge activates the ballot first by keying the Provisional Ballot Application number. The Machine Judge will then key the correct ballot style.