

PROVISIONAL BALLOT PROCESS



PROVISIONAL BALLOT PROCESS AGENDA

Welcome & Introductions

1. What is a Provisional Ballot
2. When to issue a provisional ballot?
3. What the voter is required to do?
4. What the Judge of Election is required to do?
5. Provisional Ballot- True & False
6. Q & A

WHAT IS A PROVISIONAL BALLOT

- Sometimes county elections officials need more time to determine a voter's eligibility.
- Since the voter is not voting on the machine, they absolutely should not sign the Poll Book.
 - This will mess up your end of night reporting.
 - The voters record will be updated to reflect that they voted on a machine at the polling location and their Provisional Ballot will be rejected.

WHEN TO ISSUE A PROVISIONAL BALLOT

- The voter's name was not in the poll book.
 - For example, the voter reported to the wrong precinct; or did not report a recent change in residence to the county election office.
- The voter is required to show ID, but cannot show ID.
- The voter's eligibility was challenged by a poll watcher or an election official.
 - They must complete a form (in the Judge's Box) and pay a \$10 filing fee to the JOE
- The voter was issued but did not successfully vote an absentee or mail-in ballot and did not surrender the ballot at the polling place to be spoiled.

WHEN TO ISSUE A PROVISIONAL BALLOT

- The voter returned a completed absentee or mail-in ballot that was rejected by the county board of elections and they believe they are eligible to vote.
- There is a special court order with respect to the voter's registration status.
- There is a special court order related to extending the hours of voting. You believe that you are registered in a political party, but your voter record indicates otherwise
- Any instance where a voter feels they are not being provided with the opportunity to vote and believe they are entitled to do so.

ISSUING A PROVISIONAL BALLOT

- The Judge of Elections will provide the voter with a white, outer envelope with green print.
- Voter must fill out the information under:
 - Section #1: Voter Information listed on the white provisional ballot envelope.
 - Section #2: Voter Affidavit for Provisional Ballot. If voter lives at a different address than the address where they are registered, voter must complete
 - Section #3: Current Address Where the Voter Lives.
- You may then provide the ballot and direct the voter to a voting station.

ISSUING A PROVISIONAL BALLOT

- Voter completes their ballot, seals in the secrecy envelope, and signals to the JOE that they are ready to proceed.
- They should hand all materials to the Judge of Election and complete section 4 in front of the Judge.
 - Sign their name
 - Print their name
 - Write the date (not their birthdate)

ISSUING A PROVISIONAL BALLOT

- Judge of Election completes the Reason For Ballot section by identifying the reason that the provisional ballot was issued:
 - Voter's name not on list.
 - Voter Identification
 - Court Order Issued
 - Voter's Eligibility Challenged by Election Official
 - Party (Primary Only)
 - Voter was issued Mail-In Ballot
 - Voter was issued Absentee Ballot
- The Judge of Election & the Minority Inspector must sign & date this section

ISSUING A PROVISIONAL BALLOT

- Judge of Election must then place the provisional ballot bar-coded receipt sticker in the space provided on the envelope marked **AFFIX BALLOT ID NUMBER HERE**
- The voter receives a receipt which also has the barcode number on it. That is how they can check their ballot status
- Judge of Election must enter the total number of provisional ballots issued on the **General Returns of Votes Cast sheet** after the polls close .
- **UNDER NO CIRCUMSTANCE ARE PROVISIONAL BALLOTS TO BE COUNTED AT THE POLLS**

ISSUING A PROVISIONAL BALLOT

Provisional Ballot/Boleta electoral provisional

1. Voter Information <i>Voter must complete this section in front of election officials BEFORE receiving ballot.</i>	3. Current Address where the Voter Lives <i>Voter must complete this section in front of election officials BEFORE receiving ballot if address is different than section 2.</i>
Print Voter Name Date of Birth Phone	Address (street) City Zip code
2. Voter Affidavit for Provisional Ballot <i>Voter must complete and sign in front of election officials BEFORE receiving ballot.</i> Please print the address where voter is registered: Address City Zip code Voter Municipality Voter County <i>I do solemnly swear or affirm that my name and date of birth are as I have stated above, and in the line that I registered I reside at the address I have provided above, in the Commonwealth of Pennsylvania and that this is the only ballot that I have cast in this election.</i> Voter Signature X	4. Voter Signature <i>Voter must sign in front of election official AFTER receiving and when ballot is placed in the ballot box.</i> I declare, under penalty of law, that I am a properly registered voter in the election district indicated on my affidavit, and that I am eligible to vote in this election in this election district. Voter, sign or mark here Voter, Print name here Date (MM/DD/YYYY)
Reason for Ballot (for election officials only) Check all boxes that apply: <input type="checkbox"/> Voter's name not on list <input type="checkbox"/> Court order (voted) <input type="checkbox"/> Voter identification not supplied <input type="checkbox"/> Court order listing heard <input type="checkbox"/> Voter's eligibility is challenged by an election official <input type="checkbox"/> Party (Primary only) <input type="checkbox"/> When Party Ballot is not issued <input type="checkbox"/> Voter was issued Mail-in ballot <input type="checkbox"/> Voter was issued Absentee ballot	This section is for election officials only This space is reserved for voter registration verification by county board of elections. Affix Ballot ID Number Here
Signature of the Judge of Election Date Signature of the Municipality Inspector Date	

PROVISIONAL BALLOTS (TRUE OR FALSE)

1. The Judge of Election should issue a provisional ballot if the following occurs:
 - a. The voter's name was not in the poll book.
 - b. The voter reported to the wrong precinct
 - c. The voter did not report a recent change in residence to the county election office. **T or F**
2. The voter requested an absentee or mail-in ballot and did not surrender the ballot & return envelope can vote provisionally. **T or F**
3. The voter returned a completed absentee or mail-in ballot that was rejected by the county board of elections and they believe they are eligible to vote. **T or F**
4. At the end of the night the Provisional ballots are counted at the polling place **T or F**
5. You should contact a lawyer before issuing a provisional ballot **T or F**
6. An individual voting by provisional ballot should sign the poll book and their name is entered on the Numbered List of Voters **T or F**

PROVISIONAL BALLOT POST ELECTION PROCESS

- Provisional Ballot Canvas Board assesses the ballots to ensure the Voter is eligible to cast their ballot.
- Full Credit
 - Issued when the voter is eligible & did not cast a ballot any other way
- Partial Credit
 - Issued when a voter casts a ballot in a district they do not live in
 - Vote is counted only for the offices they are eligible to vote for
 - Federal, Statewide, County wide offices would count but not for precinct level offices
- No Credit
 - Issued when the voter is not registered to vote in Montgomery County or has cast a ballot using another ballot type

PROVISIONAL BALLOT POST ELECTION PROCESS

- Solicitors & Partisan Poll Watchers are able to review the determination made by the Provisional Ballot Canvas Board
 - Can lodge challenges which are heard during an Election Board Meeting
 - Voters are notified to the best of our ability if their ballot is challenged
 - No Provisional Ballots can be counted until challenges are cleared
- Provisional Ballots are processed, scanned and added into the count by the bi-partisan tabulation board.

VOTER SERVICES CONTACT INFORMATION

Dori Sawyer, Director of Elections

Karley Sisler, Director of In person Elections

Mila Hayes, PollWorker Communications Manager

Voter Services (PollWorker General Questions)

(610)278-3280, Option 5 pollworkers@montcopa.org

FOR MACHINE QUESTIONS & ISSUES CALL:

Warehouse: (610) 278-3820

Warehouse: (610) 292-4925 Election Day Only

Warehouse: (610) 292-4926 – Election Day Only